

**Interfaith Food Ministry**  
**Minutes of the Board of Directors Meeting**  
**Tuesday, July 26, 2022**  
**9:00 am - Meeting via Zoom**



**Board Officers & Staff**

Phil Alonso, Executive Director  
Shelby McNamara, Development Director  
Venus Paxton, Program Manager  
Laura Perry, Bookkeeper  
Bob Thurman, President  
Rick Kahil, Vice President  
Sandy Hakala, Treasurer  
Robert Emmett, Asst. Treasurer - **ABSENT**

**Supporting Churches (No Board Rep)**

Christian Science Church  
Sierra Center for Spiritual Living

**Board Members**

Tim Gizzi, Calvary Bible  
Deborah Wilder, Church of Latter-Day Saints  
Carol Fegte, Emmanuel Episcopal  
Gaye Rogers, Grace Lutheran  
**VACANT** – United Methodist, GV  
Jan Alessi-Marrer, United Methodist, NC  
Diane Chang, Seventh Day Adventist  
Joan Denzler, Sierra Pines Methodist  
Julie Clutter, Sierra Presbyterian  
Karen Hoida, Trinity Episcopal - **ABSENT**  
Linda Grube, St. Patrick's - **ABSENT**  
Anne Lyon, Unitarian Universalist  
Jeff Hebert, St. Canice  
Judi Wade, Twin Cities  
Jim Schroeder, Peace Lutheran

**Opening remarks, prayer, confirm quorum, approve the March minutes.**

Bob Thurman established that a quorum was met. Carol Fegte moved to **approve the June meeting minutes**. Anne Lyon seconded the motion. All were in favor and the motion passed.

401K – Bob reported that a 401k is now required by employers with 5 or more employees. Staff can opt out. A motion was made to consent to making the Bob Thurman the Trustee. After a discussion it was decided to have three trustees.

**The motion was made to appoint Bob Thurman, Jeff Hebert, and Deborah Wilder as Trustees.** Jim Schroeder made the motion and Carol Fegte seconded the motion. All were in favor and the motion carried. Deborah will redo document with names included.

**MID YEAR REVIEW**

**Highlight of first half of 2022**

High Demand – seeing over 600 families/week. All three days are busy. Other programs in the region are scaling back. Some small ones have closed. Supply chain issues persist. Volunteers/Staff are stretched thin. Financials remain in good shape.

## 1. Client Statistics and Trends

There are 60% more families/individuals compared to 1<sup>st</sup> half of 2021. 112% increase of new and reactivated clients. 20% more bags distributed – we have used 101,000 bags to date this year.

More clients visiting more often – One third of clients coming in more than once a month. 24% more than 2 visits per month. 3<sup>rd</sup> quarter in a row with record numbers.

Quarter 1 – 5,705 avg individual visits

Quarter 2 – 6,103 avg individual visits

Inflation and more outreach to partners are probably causing increased numbers.

If we cut back to twice a month, we would probably see 160 clients/day.

## 2. Financials

### P&L, balance sheet summary

Laura presented the P&L Summary. IFM's mid-year revenue is \$579K, which is \$175k over budget

Food costs at \$304K are \$86k over budget and \$151K higher than the same time period in previous year!

Staff costs are right on track. We are \$18k over prior year due to creating new bookkeeper/admin position and expanding the hours of Program Manager.

Operations expenses are at \$75K, Under budget by \$12K, and \$3K over prior year due to truck repair issues and buying paper grocery bags.

Net Revenue YTD - \$117K

Cash Balance is \$1.89 million

\$1.03 million in Baird accts

\$860K in cash

### Investment and Reserve Account Summary

Facility Reserves was at \$163K after increase approved at April Board meeting

Roof came in under budget = final is \$76K

Facility reserve is now at \$87K

Food Expense is currently \$86k over budget. At the April Board meeting, we approved an additional \$50k to be set aside within the Operating Reserves to go towards food expenses.

IFM Investments at Baird – as of 6/30, the market value is \$230k in Facility Reserve and \$712k in Operations Reserve

Market value includes unrealized losses of 90K. Remember, you don't realize them until you sell. \$8,600 in dividends.

Sandy recommends we stay where we are right now. We will continue to monitor and reevaluate if needed.

### Audit

We are now required to do an annual audit due to our increased food donations value. We need to do 2020 and 2021. We will also reevaluate our food donation value numbers. Jeff Herbert moved **to approve \$12,000 to complete the two audits**. The motion was seconded by Jim Schroeder. All were in favor and the motion carried.

## LOOKING AHEAD TO THE REST OF 2022

- Want to continue 1 visit/week for clients
- Consider adding Saturday as a distribution day weekly
- Volunteer appreciation and safety a priority

Carol asked that we consider putting the cones go up at 12:45 pm since we are opening a bit earlier at 9:30 am. The end of the day is very stressful on volunteers.

### 3. Fund Development

Facebook and MailChimp are both increasing in numbers

Outreach continues with speaking to service clubs, attending events and now speaking monthly on KNCO.

Volunteer descriptions are now in a flier distributed to organizations, churches and on the website.

#### Looking Ahead

September – Hunger Action Month- raising public awareness of the needs in our County, October -Hunger Run and Golf Tournament, Saturday, October 29<sup>th</sup>, Alta Sierra CC, Oct/Nov/Dec – Sponsor a Family and Dec – Toy Run.

This year, we are implementing a Gift Catalogue and using a mass mailing service where we can target to specific neighborhoods. Some mentioned were LWW, LOP, Alta Sierra. Our database has less than 3,000 names. By doing this type of mail, we can get new donors and raise awareness. We will be able to track through new donors and by a return form. Placer Food Bank does this instead of accepting food donations.

### 4. General

Truck – in late June our truck was rear-ended. We are now renting a truck for \$3,100/month from Enterprise. The damaged truck is owned by Placer Food Bank and their insurance is still dealing with it. They are getting an estimate for repairs and if it's not too high, we will have it fixed. There are no reefer trucks available to rent, but we are using pallet thermal blanket covers which are approved.

Deborah Wilder **moved to approve additional funding to rent a truck through the end of the year, not to exceed \$20k.** Jeff Hebert seconded. All were in favor and the motion passed.

### 5. Client Survey

Income Average - \$1,650/month, 95% families @200% of FPL and 60% families @100% of FPL.

Respondents: 52% Women 48% Men Age Groups: 29% with kids 45% Adults 26% Seniors

### 6. Strategic Planning Update

The committee is Bob, Jeff, Deborah, Diane, Rick, and Phil. We will be hiring a facilitator and will get started soon and be done by the end of the year. The plan will come to the Board in January.

## **7. Resignation**

Rick Kahil announced that he is retiring from the Board at the end of the year. He will assist in training a new volunteer. Rick has been involved for 15+ years and now plans to travel. The Board thanked him for his service.

There will most likely not be an August Board meeting.

## **8. Executive Session**

The Board went into Executive Session to discuss recommendation for ED compensation.