

ARVADA COMMUNITY FOOD BANK (ACFB)

Board of Directors Meeting

October 25, 2017

Vice President Bob Fifer called the ACFB Board of Directors meeting to order at 4:00 p.m. The following Directors were present: **Vice President** Bob Fifer, **Treasurer** Andy McClafin, **Secretary** Alan Albrandt, Steve Galbraith, Mike Litzau, Doris Stipech, Wendy Ferrell, Judith Denham, Kyle Petersen and Ex-Officio Carl Kantner. Staff present were: Executive Director Sandy Martin, Sandie Hammerly, and Gretchen Parker. **Not Present:** Director Gina Robinson and President Jill Fellman.

A motion was made by Mike Litzau to excuse the absences of President Fellman and Director Robinson. Second by Doris Stipech. Motion approved unanimously.

It was noted that the only purpose for the meeting was to deal with financial matters related to approval of the Audit for the Year ending June 30, 2017.

Jill Korenek, Partner and Director of Audit Services for JDS Professionals reviewed the Combined Financial Statement of ACFB and the ACFB Foundation as of June 30, 2017 with those present.

Alan Albrandt made a motion to accept the recommendation of the Finance Committee and to approve the 2017 Audit. Second by Judith Denham. Approved unanimously.

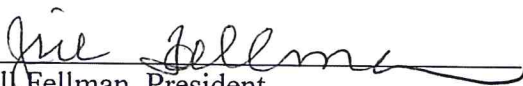
Treasurer Andy McClafin brought forth two additional recommendations by the Finance Committee be approved the Board.

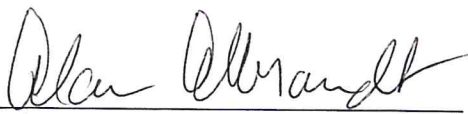
Treasurer McClafin moved that the Board approve a debit in the Board Designated Capital Reserve and a credit to Unrestricted Funds to record expenditures related to the construction of additional staff offices as approved by the Board in August 2017. Second by Mike Litzau. Approved unanimously.

Treasurer McClafin moved that the American Funds brokerage account be consolidated into the accounts held at LPL Financial. Second by Judith Denham. Approved unanimously.

The Meeting was adjourned at 4:30 pm.

Minutes submitted by
Sandie Hammerly, Director of Finance


Jill Fellman, President


Alan Albrandt, Secretary