

ARVADA+ COMMUNITY FOOD BANK (ACFB)

Board of Directors Meeting

February 28, 2018

President Jill Fellman called the ACFB Board of Directors meeting to order at 4:00 p.m.

Present: President Jill Fellman, Secretary Alan Albrandt, Treasurer Andy McClafin, Directors Doris Stipech, Judith Denham, Wendy Ferrell, Kyle Petersen, Mike Reinhardt, Erika Pullen, Carol Eddy and Ex-Officio Carl Kantner. **Staff Present:** Executive Director Sandy Martin, Sandie Hammerly, Gretchen Parker, Mark Stratford, and Bernadette Velasquez. **Not Present:** Vice President Bob Fifer and Director: Jerelyn Marinelli.

President Fellman call for attendance. Excused: Vice President Bob Fifer and Director Jerelyn Marinelli.

President Fellman called for a motion to approve the Agenda with the Right of the Chair Treasurer Andy McClafin so moved and Director Doris Stipech seconded. Vote 9-0.

President Fellman called for a motion to approve the minutes of January 24, 2018, Director Erika Pullen so moved and Director Stipech seconded. Vote 9-0.

Treasurers Report: Treasurer Andy McClafin reported on the January financials. President Fellman called for a motion to approve the treasurer's report. Treasurer McClafin so moved and Director Judith Denhman seconded. Vote 9-0.

Development: President Fellman followed up with an update on upcoming events that were listed in the board packet.

Finance committee: A vote on replacing the coolers and freezers has been put on hold until a Purchasing Policy has been put in place.

Governance: did not meet this month.

Executive Directors Report: Director Denham announced Pie Consulting and Engineering may want to become a sponsor and fund the medical clinic. Director Sandy Martin presented the new logo on the wall which was painted as a gift from Alpha Graphics. Business cards, name badges and letterhead are being printed. An organization, Teammates Commercial Interiors donated the furniture for Mark and Rocky's office, the owner is Michael Berkery.

Foundation: Ex-Officio Carl Kantner provided an update, there is \$97,500 in sponsorships for the Rolling Hills Fundraising event. Executive Director Martin announced a services donation valued at \$10,000 from the Arvada Press and \$2,500 sponsorship from Brickstone. Committees are continuing to work on getting donations for food and prizes. Director Denham asked for help with donations for gift boxes. We need gifts and/or gift cards to fill \$25, \$50 and \$100 gift boxes. We need to fill 200 more boxes. Judith will send out a listing of the businesses she and her committee have contacted. Directors are to send any prizes or gift cards they get to Judith

Board Roles and Responsibility: President Fellman introduced the four standing committees and each committee chair gave a brief introduction. **Executive Committee:** Chair Jill Fellman, members: Alan

Albrandt, Bob Fifer and Any McClafin; **Development Committee:** Chair Alan Albrandt, members: Judith Denham, Carol Eddy, Mike Reinhardt, and Doris Stipech; **Finance Committee:** Chair Andy McClafin, members: Wendy Ferrell, Carl Kantner, Jerelyn Marinelli, Kyle Petersen, and Erika Pullen; **Governance Committee:** Chair Bob Fifer, members: Judith Denham, Wendy Ferrell, and Mike Reinhardt.

Governance Retreat: President Fellman spoke with an outside non-profit facilitator to conduct the Board Retreat, his cost would include a needs assessment, planning, materials, and setting up the retreat for \$6,400. Director Mike Reinhardt suggested we have a draft of our proposed strategic plans and goals to present to the facilitator prior to the retreat. President Fellman would like to contact the consultant after March 15th for further discussion. Treasurer McClafin suggested staff be included in the retreat. President Fellman will keep everyone informed as to what is being planned for the retreat.

Directors Forum:

Alan: Support the April Prairie Dog marathon on April 8th.

Mike: Would like more information on the planning process for the new coolers and freezers

Judith: Would like the board to look over the handout on Hunger Cost and Solution, and talked about the strategy for contacting small businesses.

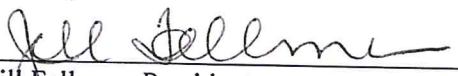
Doris: Would like to see later hours or open on Saturday for clients who are unable to make it during the hours we have at this time.

Sandy: A survey for Feeding the Future families is being developed to ask the Feeding the Future families if they currently come to the Community Table, and if they do not why?

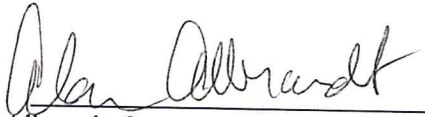
Wendy: Announced the tax services are going great at ACFB. Alan suggested this service and its success be posted in our newsletter.

Board meeting was adjourned at 5:18 p.m. Next board meeting will be March 28, 2018 at 4:00 p.m.

Minutes submitted by
Bernadette Velasquez, Administrative Assistant



Jill Fellman, President



Alan Albrandt, Secretary