

ARVADA COMMUNITY FOOD BANK (ACFB)

Board of Directors Meeting

March 22, 2017

President Jill Fellman called the ACFB Board of Directors meeting to order at 4:00 p.m. and asked Bernadette Velasquez ACFB staff to take attendance. **Present:** President Jill Fellman, Vice President Bob Fifer, Secretary Alan Albrandt, and Treasurer Andy McClafin. **Directors:** Doris Stipech, Gina Robinson, Steve Galbraith, Mike Litzau, Kyle Petersen, Judith Denham, and Ex-Efficio Carl Kantner. **Late:** Wendy Ferrell. Also present were Executive Director Sandy Martin, Sandie Hammerly, Mark Stratford, Gretchen Parker and Bernadette Velasquez ACFB Staff. **Guest:** Abbie Miller, Mary Ross, Jodie Steeves, and Jaci Hjelmgren ACFB.

Changes to the Agenda:

Rebranding Presentation in April
Directors Open Forum prior to New Business

President Fellman asked for a motion to approve the agenda. Director Gina Robinson so moved and Doris Stipech seconded the motion. All in favor. Vote 9-0.

President Fellman asked for a motion to approve the minutes. Director Mike Litzau asked for corrections on page 2 to change \$310,000 to \$331,000. Judith Denham pointed out a few grammatical errors and noted that no one had seconded the Strategic Planning. Director Steve Galbraith went on record to second the motion. President Fellman asked for a motion to approve the minutes with corrections, Director Litzau so moved and Director Denham seconded. All in favor. Vote 9-0.

Director Wendy Ferrell arrived late.

Treasurers Report:

Working on a new report with visuals. The financials look very good we have \$148,000 increase over last year at this time and financial success continues to be very strong. President Fellman called for a motion to accept the Treasurers Report. Treasurer Andy McClafin so moved and Director Robinson seconded the motion. All in Favor. Vote 10-0.

Executive Directors Report

Sandy has agreed no need to read her report.

Committee Assignments

President Fellman asked for any changes prior to final print. Director Gina Robinson is on Governance. Secretary Alan Albrandt will invite Carol Eddy to sit on the Governance Committee.

Foundation Report

Carl reported on the renovation at West Wood Golf Club and has been moved to Hyland Hills on Friday, August 25, 2017 at 8:00 a.m. New brochures are being made up. Next year we will be at Rolling Hills.

Director's Open Forum

Present Fellman, dates to remember: Volunteer Orientation on April 5, 2017, 3rd party events and Postal Food Drive on May 13, 2017.

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Board of Directors Meeting

Director Doris Stipech, husband has retired after 37 years with the City of Westminster

Director Wendy Ferrell, exciting news the Denver Asset Building Coalition who does free tax preparation for low-income individuals is moving from 3rd Acoma to 20th & Wadsworth. President Fellman thanked Wendy for reading and looking over the rebranding contract with a one-day turnover.

Back Pack Presentation Ground Rules:

- Agree on Positive Intent
- No side conversations
- One at a time speaking
- Speak about the Program not the people.
- Question will be addressed after the Presentation
- After the Presentation we ask for comments from Abbie, Mary and Jodie

Executive Summary Back Pack Program

Mark gave a presentation on the cost of the program while donations have declined. Sandie presented on the fundraising for the Back Pack Program, the reserves in the audit and the cost per sack. Client Survey was designed to see how the program is helping families. Mark presented the outcome from Back Pack Program Task Force. Sandie presented on the chart called Back Pack by Schools and the value of the program who are on the Free and Reduce Lunch Program.

President Fellman turned the meeting over to Abbie Miller the Back Pack Coordinator, who expressed her frustration that she had not seen the packet that was sent to the Board prior to the meeting. Abbie explained the schools we serve who are not part of the Back Pack Program who have children that are homeless or unaccompanied youth (couch surfers) from Campbell, Fremont, Peck, Weber, Parr and Vanderhoff and how the names were obtained. Vice President Bob Fifer asked for an explanation of percentage of the children receiving food from the Free and Reduce Lunch Program and food from the Back Pack Program. Mary Ross expressed the thoughts from the Principal at Foster. Vice President Fifer spoke about the task force meeting and who were invited and attended.

President Fellman informed the board that we are looking for solutions for Back Pack program or ways to move forward. Executive Director Sandy Martin indicated there has been no decision to end the Back Pack Program. Vice President Fifer asked for more clarification on the percentage of numbers on the survey.

President Fellman asked for clarification where the Back Pack Program reserves came from. Sandie gave a timeline how the reserves were obtained. Treasurer McClafin explained his recollection on how the finances were built up on the Back Pack Program revenue. Secretary Albrandt asked why the middle and high schools are not receiving food. Abbie spoke about the Grubb club.

Vice President Fifer expressed his concerns on the effects of revenue on the program and how it effects the budget. Executive Director Sandy indicated you cannot compare client choice to the Back Pack program. Director Litzau shared on how Food for Thought program works and suggested we look at other options.

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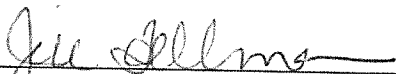
Abbie presented on two different solutions. Abbie also expressed her concerns in not being included on the Task Force Meeting.

President Jill Fellman apologized for not sending the full packet. Abbie would like to reestablish another Task Force and come up with a solution.

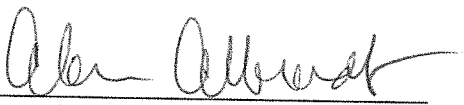
President Fellman would like to send an email out with feedback from the schools on the Back Pack program. Treasurer McClafin made a motion for the board to move into an Executive Session. Director Robinson seconded the motion. All in favor. 10-0

Meeting adjourned at 5:40 p.m. Next Board meeting will be April 26, 2017 at 4:00 p.m.

Minutes submitted by
Bernadette Velasquez, Administrative Assistant



Jill Fellman, President



Alan Albrandt, Secretary