

ARVADA COMMUNITY FOOD BANK (ACFB)

Board of Directors Meeting

April 26, 2017

President Jill Fellman called the ACFB Board of Directors meeting to order at 4:00 p.m. The following Directors were present, **President** Jill Fellman, **Vice President** Bob Fifer, **Secretary** Alan Albrant, Steve Galbraith, Mike Litzau, Kyle Petersen, Judith Denham, Doris Stipech, Wendy Ferrell and Ex-Effio Carl Kantner. Executive Director Sandy Martin, Sandie Hammerly, Mark Stratford, and Bernadette Velasquez ACFB Staff.

Absent & Excused: Director Gina Robinson. **Not Present:** Treasurer Andy McClafin.

Guest: Mary Ross, Abbie Miller and Dan Igoe from Pure Branding.

Agenda with the Right of the of the Chair

President Fellman called a motion to accept the Agenda with the Right of Chair. Secretary Alan Albrandt so moved and Director Doris Stipech second. All in favor. Vote 6-0.

Approval of the Minutes

President Fellman called for a motion to approve the minutes. Director Mike Litzau made a correction to the Committee Assignments, Carol Eddy is on Development and Gina Robinson is on Governance. The second correction on Foundation to correct the wording, as the result of the renovation of West Woods, the 2017 Golf Tournament has been moved to Highland Hills. Director Litzau moved to accept the revised minutes with corrections. Director Judith Denham seconded. All in Favor. 6-0.

Treasurer Reports:

Sandie Hammerly, ACFB staff reported on behalf of Treasurer Andy McClafin. Changes were made to the Profit and Loss statement showing the percentage for the year to date budget and the percentage of the year budget. We are ahead on fundraising. Also included the balance sheet to show the overall finance compared to a year ago. President Fellman called for a motion to accept the treasurer's report. Secretary Albrandt so moved and Director Litzau seconded. All in favor. Vote 6-0.

Executive Director's Report

Director Sandy Martin sent her report in advance. President Fellman called for any questions or comments on the Executive Directors or Bridges report.

Foundation

Carl Kantner, reported the Foundation approved \$60,000 to support the Bridges program for next year. The Golf Tournament is on schedule for August 25, 2017 and has been moved from West Woods Golf Course to Highland Hills Golf Course. Rain date will be moved to Friday September 8, 2017. Brochures were passed out for sponsorships. Secretary Albrandt announced the Foundations needs gift cards or certificates for the gift boxes that will be sold at the Gold Tournament. No Top Hats or Birthday Bash fundraising this year. The Foundation will be focusing on planning a Gala for the year 2018 and Rolling Hills Golf Tournament.

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Vice President Bob Fifer presented three Board Policies for approval, 1. Donor Privacy Policy ensures donor information is confidential and kept on file and secure from unauthorized access. 2. Non-Discrimination Policy, ACFB prohibits anyone involved with operations from any form of discrimination against persons served by ACFB. 3. Program Measurable Effectiveness to meet the BBB accreditation and to have a measurable effectiveness policy in place in order to remain an Accredited Charity.

President Fellman asked for a motion to approve the updated policies individually. Director Litzau moved to approve the Donor Policy with one correction and Vice President Fifer second. All in favor. 6-0. Doris Stipech moved to accept the Non-Discrimination Policy and Director Judith Denham seconded. All in favor. Vote 6-0. Vice President Fifer moved to approve the Program Effectiveness Policy and Secretary Albrandt seconded. All in favor. 6-0

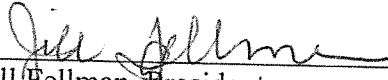
Vice President Fifer presented the Feeding the Future proposal. The presentation discussed the strategies, sub-program ideas, and proposed changes for 2017-2018. A recommendation was made that the Finance Committee to look at the budget. President Fellman asked for a motion to approve in concept Feeding the Future Program. Vice President Fifer so moved and Director Litzau seconded the motion to adopt the strategies. All in favor.

Vote 6-0. Vice President Fifer invited Abby Miller and Mary Ross to be part of the Blue Ribbon Committee which is different than the Backpack Task Force.


Randy Weinert, ACFB Development Manager introduced Dan Ingoe from Pure Branding who discussed the re-branding project and answers from the survey. President Fellman asked for any questions for Dan.

The meeting was adjourned at 5:45 p.m. Next meeting, May 24, 2017 at 4:00 p.m.

Minutes submitted by
Bernadette Velasquez, Administrative Assistant



Jill Fellman, President



Alan Albrandt, Secretary