

ARVADA COMMUNITY FOOD BANK (ACFB)

Board of Directors Meeting

June 28, 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, Secretary: Alan Albrandt, Directors: Steve Galbraith, Mike Litzau, Judith Denham, Gina Robinson, Doris Stipech, Wendy Ferrell and Ex-Officio Carl Kantner. Executive Director Sandy Martin, Sandie Hammerly, Mark Stratford, and Bernadette Velasquez ACFB Staff. Treasurer Andy McClafin arrived late.

President Fellman asked Bernadette to call for attendance. Not Present and Excused: Vice President Bob Fifer and Director Kyle Petersen.

Agenda with the Right of the Chair

President Fellman called a motion to accept the Agenda with the Right of Chair. Director Mike Litzau so moved and Director Doris Stipech seconded. All in favor. Vote 7-0

Approval of the Minutes

President Fellman called for a motion to approve the minutes. Minutes were passed and amended with one correction, Director Gina Robinson serves on both the Governance and Development committee. Secretary Alan Albrandt so moved and Director Robinson seconded. All in favor. Vote 7-0

Committee Report

Development: Secretary Alan Albrandt gave an update on the golf tournament taking place on August 25th. Rheinlander Bakery held their annual Bake out Hunger fundraiser for the Arvada Community Food Bank and waiting to hear back on the proceeds. A proposal has been approved to hire a mailing consultant, Haines Direct to help target our mailings and Randy can focus more on fundraising. President Fellman elaborated on the benefit of working with Haines & Company Direct Mail.

Governance: President Fellman announced that the committee is working on updating all the policies and having them attached to the Website.

Executive Directors Report: Executive Director Sandy Martin sent her report in advance for review. Martin announced that the Arvada Community Food Bank will be closed to clients on Friday, June 30, 2017 for inventory. Martin and the Bridges to Opportunity Coordinator Gretchen Parker have prepared a letter that will be sent to the Churches in Arvada inviting them to a meeting to speak about Bridges to Opportunity and emergency services we can provide that were once provided by Inter-Church ARMS. Gretchen also gave a report on her meeting with Jessica Prosser from the City of Arvada and with James Fry the Executive Director of Mean Street Ministry. Martin would like to invite James Fry to come speak with staff and the Board.

Foundation: Carl Kantner announced the Board of the Foundation agreed to give another \$30,000 in funding for the ACFB budget. The Foundation is moving forward with the golf tournament on August 25, 2017 at Hyland Hills. Secretary Albrandt announce they are in need of more gift cards for the gift boxes and also provided a brief history of the Foundation to new Board members. The Foundation would like to have a plaque made and dedicate the Bridges wing to Ralph Jacobson and call it the Ralph Jacobson Resource Center. President Fellman asked for a motion, Director Robinson so moved and Director Stipech seconded. All in favor. Vote 7-0.

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President Fellman announced the new name for the Backpack Program. It will now be called *Feeding the Future Program*. The committee is planning a meeting in late July or early August with the schools to establish a better relationship and partnership. Director Stipech talked about what the program will offer.

Treasurers Report

Treasurer Andy McClafin gave an update on the financial. President Fellman asked for a motion to approve the financials through May 31st. Treasurer McClafin so moved and Director Robinson seconded the motion. All in favor. Vote 8-0.

ACFB staff Sandie Hammerly provided an overview of the Proposed 2017-18 ACFB Budget. President Fellman asked for a motion to approve Finance's recommendation of the budget to the Board. All in favor. Vote 8-0.

Rebranding: President Fellman gave an update on their meeting with Dan Igoe with Pure Brand. Executive Director Martin provided a timeline and will have more information to report to the Board in August.

Director's Open Forum

Director Stipech very impressed with the Feeding the Future Program and looking forward to the implementation.

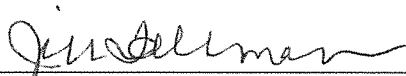
Treasurer McClafin asked about the graffiti on the truck and thanked everyone for a great job on the budget.

President Fellman reminded the Board to look at the Development Calendar. The next Board meeting will be a Strategic Planning.

Director Denham needs sponsorship and volunteers on July 29, 2017 for Dream Dinners.

The meeting was adjourned at 5:45 p.m. Next Strategic Planning meeting, July 26, 2017 at 4:00 p.m.

Minutes submitted by
Bernadette Velasquez, Administrative Assistant



Jill Fellman, President



Alan Albrandt, Secretary