

# ARVADA COMMUNITY FOOD BANK (ACFB)

## Board of Directors Meeting

September 27, 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, and **Treasurer** Andy McClafin  
**Directors:** Steve Galbraith, Mike Litzau, Doris Stipech, Judith Denham, Kyle Petersen, and Ex-Officio Carl Kantner. **Staff Present:** Executive Director Sandy Martin, Sandie Hammerly, Gretchen Parker, Mark Stratford, and Bernadette Velasquez. **Not Present:** Secretary Alan Albrandt, Director Gina Robinson and Wendy Ferrell. Guest: Rocky Baldassare, Randy Weinert and Dan Igoe with Pure Brand

President Fellman asked Bernadette to call for attendance. Directors Gina Robinson and Wendy Ferrell were excused. No message from Secretary Alan Albrandt.

### **Agenda with Right of the Chair**

President Jill Fellman called for a motion to approve the Agenda with the Right of the Chair. Director Mike Litzau so moved and Vice President Bob Fifer seconded the motion. Vote 8-0.

### **Approval of Minutes**

President Fellman called for a motion to approve the June minutes. Director Judith Denham so moved and Director Doris Stipech seconded the motion. Vote 8-0.

### **Committee Reports**

*Development:* No report. Committee will meet in October.

*Governance:* Vice President Fifer gave an update on the recruitment for new board members...

*Finance:* Treasurer Andy McClafin gave an update and they will be meeting in October to go over the Audit.

*Treasurers:* Staff Sandie Hammerly updated the board on the financials. President Fellman asked for a motion to approve the treasurer's report. Treasurer Andy McClafin so moved and Director Mike Litzau seconded the motion. Vote 8-0. Treasurer McClafin reported on the lost key and missing laptop has been resolved for the audit.

**Executive Directors Report:** Executive Director Sandy Martin updated the board on the four grants she has been working on, asked Director Gretchen Parker for a write up on the Severe Shelter Network. The Thanksgiving box distribution will be Saturday, November 18<sup>th</sup>.

**Rebranding:** President Fellman updated the board on the status of the rebranding. Dan Igoe with Pure Brand presented 5 possible logos for the board to approve. President Fellman called for a motion for the approval of the new logo. Treasurer McClafin so moved and Vice President Fifer second the motion. Vote 7 in favor and 1 opposed.

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**Construction of Staff Offices:** Staff Mark Stratford gave a presentation on three possible options. President Fellman called a motion to approve expenditures up to \$60,000 for the construction of new offices. Director Litzau so moved and Director Judith Denham seconded the motion. Vote 8-0.

Director Steve Galbraith changed his vote in favor of the rebranding logo. Vote changed to 8-0.

**Feeding the Future Program:** Staff Rocky Baldassare gave an update on the Feeding the Future Program and working with a nutritionist. In contact with Salesforce to add a section called Feeding the Future. Several schools have pantries currently and we plan to add more.

**Foundation:** Carl Kantner gave an update on the golf tournament able to raise \$90,000 in sponsorships net \$75,000. Ralph Jacobson was very surprised with the recognition and dedication. The Foundation has started working with Rolling Hills on the cocktail party and golf tournament.

### **Director Open Forum:**

Director Litzau reminded the board, October 12<sup>th</sup> Get it Done Breakfast at the Arvada Campus 7:30 a.m. – 9:00 a.m.

Treasurer McClafin reported on the Sammy Hager Concert.

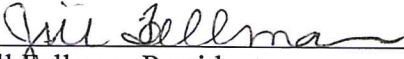
October 5<sup>th</sup> will be the next Volunteer Orientation.

Saturday, November 18<sup>th</sup> Thanksgiving box distribution.

President Fellman called for a motion to adjourn the meeting, Treasurer McClafin so moved and Director Stipech seconded the motion. Vote 8-0 The Board meeting was adjourned at 5:30 p.m. Next meeting on October 25, will be a Strategic Planning session.

Executive Session: Staff was excused.

Minutes submitted by  
Bernadette Velasquez, Administrative Assistant

  
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Jill Fellman, President

  
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Alan Albrandt, Secretary