



Gather around

Community Table *Gather around*

Board of Directors Meeting

September 26, 2018

President Jill Fellman called the Community Table Board of Directors meeting to order at 4:00 p.m. **Present:** President Jill Fellman, Vice President Bob Fifer, Treasurer Carl Kantner, Directors Doris Stipech, Judith Denham, Wendy Ferrell, Erika Pullen, Jerelyn Marinelli and Carol Eddy. **Not Present and Excused:** Secretary Alan Albrandt, Directors Kyle Petersen and Mike Reinhardt. **Staff Present:** Executive Director Sandy Martin, Sandie Hammerly, Leanne Cadman, Gretchen Parker, Mark Stratford, and Bernadette Velasquez.

President Fellman called for a motion to approve the Agenda with the Right of Chair. Director Doris Stipech so moved and Director Judith Denham seconded. Motion carried unanimously. Vote 7-0

President Fellman called for a motion to approve the minutes of June 27, 2018. Director Denham so moved and Director Stipech second. Motion Carried unanimously. Vote 7-0

Treasurers Report:

Sandie Hammerly reported on Community Table financial and food donations. Donations are coming in from the appeal letter. The Finance Committee reviewed the audit and it will be available in October. Treasurer Carl Kantner announced Community Table would be changing banking services from Fidelis Credit Union to First Bank. The Executive Director Sandy Martin, Treasurer Carl Kantner and Director of Finance Sandie Hammerly will be signers. Treasurer Kantner called for a motion to approve changing bank from Fidelis Credit Union to First Bank. Director Stipech seconded the motion. Motion carried unanimously. Vote 8-0.

President Fellman called a motion to approve the treasurer's report. Director Erika Pullen so moved and Director Jerelyn Marinelli seconded the motion. Motioned carried unanimously. Vote 8-0.

Committee Updates:

Development

Development minutes were provided in the Board packet.

Finance

Treasurer Kantner provided an update on the draft on the financial statements and changes in error with recommendations to the accounting firm and tax returns for both the food bank and foundation. Waiting for evaluations on food and the dollar cost per pound. (1) In October JDS Professional Group will have completed their audit of financial statements to be voted on by the board. (2) Discussed and reviewed changes on banking institutions from Fidelis Credit Union to First Bank. (3) The Finance Committee accounting policy indicates a reevaluation of independent auditors every three years. The committee would like to continue with the JDS Professional Group. Treasurer Kantner made a motion to continue their relationship with the JDS Professional Group. Director Stipech seconded the motion. Motion carried unanimously. Vote 8-0

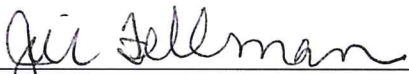
Open Forum:

Director Denham expressed her experience as a shopper and encouraged board members to volunteer. Love working with the clients.

Director Marinelli, commended staff members of Community Table.

President Fellman called for a motion to adjourn the meeting at 5:35 p.m. Treasurer Kantner so moved and Director Marinelli seconded the motion. Motioned carried unanimously. Vote 7-0.

Minutes submitted by
Bernadette Velasquez, Administrative Assistant



Jill Fellman, President



Carl Kantner, Treasurer

Governance

The Vice President Bob Fifer reminded the board members it is time to recruit new board members and to refer them to the Community Table Website.

Executive Director's Report

Executive Director Sandy Martin updated the board on grants and special events. Mark Stratford will manage the vehicle branding project and he provided an update on the status of wraps for the trucks. Feeding the future, Rocky and Mark helped Foster get Totes for Hopes from Food Bank of the Rockies. Bridges applied for grants waiting to hear from them. Tina, Gretchen and Sandy attended a training on Utility and Heating Program. The City of Arvada and Front Range Community Collage attorneys are working on the MOU. Reminded the board on the volunteer recognition picnic on Friday. Vice President Fifer updated the board on the status of the Action Center. Executive Director updated the board on the Elevado Mobile pantry and due to the declining attendance and the opportunity for clients to receive more services a decision has been made to phase out the program.

Foundation

Treasurer Kantner announced on Tuesday, October 2nd Rolling Hills will have a check presentation and present a check for \$146,000 to the Foundation and in October present a check for \$100,000 to Community Table. Planning for the next Golf Tournament on Monday, August 26, 2019. No formal determination on location. Judith announced the date for the Gala has been penciled in at the Arvada Center for Performing Arts. The Foundation would like to bring on a new member Susan Schwartz bio included in the packet. Treasurer Kantner called for a motion to elect Susan Schwartz to the Arvada Community Food Bank Foundation Board. Vice President Fifer so moved, Director Pullen seconded the motion. Motion carried unanimously. Vote 8-0.

President Fellman called for a debriefing on the Board retreat and discussion on moving forward with more training. Bill Charney is not available until January. President Fellman read an email from Director Mike Reinhart in order for his questions and concerns to be heard. Director Denham suggested suspending the bylaws for 2019 so the Executive Board could continue until training has been completed. President Jill Fellman, Secretary Alan Albrandt, and Treasurer Carl Kantner have agreed to stay on for one more year as officers. Vice President Bob Fifer will depart and Director Doris Stipech will continue in his place as Vice Chair and not move forward as President if the bylaws are suspended.

President Fellman called for a motion to move forward with Bill Charney and Associates for the next phase of training. Director Denham made a motion to move forward with training by consultant Bill Charney and Associates not to exceed more than \$25,000. Director Pullen seconded. Motioned carried unanimously. Vote 8-0.

President Fellman called for a motion to suspend the following bylaws, Article 3 Section 3 and Article 5 Section 2 for calendar year 2019. Director Denham so moved and Director Stipech seconded. Motioned carried unanimously. Vote 8-0.

President Fellman will send out a doodle poll for a good date to meet in October to approve the audit.

Vice President Fifier had to leave for another meeting.

President Fellman reminded the Board of dates to remember.