

Board of Directors Meeting

June 27, 2018

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

President Fellman called for a motion to approve the Agenda with the Right of the Chair. Treasurer Andy McClafin so moved and Director Doris Stipech seconded. Motion carried unanimously vote 9-0.

President Fellman called for a motion to approve the minutes of April 25, 2018, with corrections, Director Judith Denham so moved and Director Erika Pullen seconded. Motion carried unanimously vote 9-0.

Treasurers Report: Treasurer Andy McClafin reported on the Financials. President Fellman called for a motion to approve the Financials. Director Pullen so moved and Director Kyle Petersen second. Motion carried unanimously vote 9-0. Treasurer Andy McClafin and Sandie Hammerly reported on the new budget for approval by the board. President Fellman called for a motion to approve the next year's budget Director Denham so moved and Director Kyle Petersen seconded. Motion carried unanimously vote 9-0.

Treasurer McClafin moved to re-establish and increase the Capital Improvements Reserve to \$150,000. Secretary Alan Albrandt asked if this was enough to cover the cost for a new freezer/refrigerator and that the money would then be available if the freezer/refrigerator is approved. Treasurer McClafin replied yes to both questions. Secretary Albrandt seconded the motion. Motion carried unanimously vote 9-0.

Committee Reports:

Development

Secretary Albrandt reported the Development Committee talked about ways of raising money for the Community Table food bank by utilizing Facebook and getting information out on the Community Table Newsletter and Volunteer Newsletter. On the branding status, we requested that Pure Brand provide a prioritized list of recommendations with the associated costs. Grant money is coming in from Wheat Ridge and we are requesting funds from Westminster. Researching ways of working with our local Farmers Markets. Decided no need to get a raffle license at this time. Judith, Randy, and Carol are working on the Business Club.

Governance:

No Report

Executive Director Report

Director Sandy Martin updated the board on grants and the status of the medical clinic. The MOU is at the City of Arvada being revised by their attorneys. Living Well Showers numbers are increasing. We have extended Thursday morning, hours 9:00 a.m. – 3:45 p.m. for client choice visits based on the survey data. We will visit this change again in about 8 weeks to see if it is worthwhile to continue the extended hours.

Feeding the Future

Rocky Baldassare gave the board his End of the Year Report.

Foundation

Carl Kantner Ex-Officio reported on the success of the 2018 Gala and golf tournament at Rolling Hills and will report later on the financial outcome. The Foundation has signed up on August 26, 2019, at the Westwood Golf Course for the next tournament. Carl also suggested we look into having the next Top Hats Gala at Westwood.

Old Business:

Retreat

President Fellman reported Bill Charney will be conducting a survey via email that will be sent out to all Board members for recommendations.

New Business:

Mike would like at the end of each board meeting to have a task list with who is responsible for completing. President Fellman called for a motion to approve a meeting summary action item task list. Director Pullen so moved and Director Denham seconded. Motion carried unanimously vote 9-0.

Treasurer Andy McClafin informed the Board that due to family issues he will need to resign as Treasurer of the Board effective August 1, 2018.

President Fellman made a motion to elect Carl Kantner to move into a Board position as Treasurer until the end of the year. Director Stipech seconded the motion. Motion carried unanimously vote 8-0.

Calendar/Events

Community Table inventory on June 29, 2018, and volunteer orientation will be July 3, 2018. Dream Dinners will be on August 4, 2018, and is in need of volunteers.

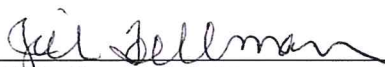
Directors Open Forum:


Treasurer Andy McClafin complimented Rocky for doing a great job.

The Board meeting adjourned at 5:45 p.m. Next board meeting will be Wednesday, September 26, 2018, at 4:00 p.m. Staff was excused and the board continued the meeting with the Executive Directors Sandy Martin's evaluation.

<i>Task</i>	Task List <i>Person(s) Responsible</i>	<i>Due Date</i>
Send out list What Counts as a Director's donation to the Board.	Jill Fellman	Before next meeting.
Send out retreat outline from Bill Charney.	Jill Fellman	Before next meeting
Board members need to respond to Survey from Bill Charney.	All Board Members	When contacted by Bill Chaney.
Report on Rolling Hills event income.	Carl Kantner	When event finances have been finalized.
Evaluate effectiveness of extended hours.	Staff	In about 8 weeks.
Submit budget request for a new freezer/refrigerator.	Mark Stratford	TBD

Minutes Submitted by
Bernadette Velasquez, Administrative Assistant


Jill Fellman, President


Alan Albrandt, Secretary