



**COMMUNITY TABLE**

**Board of Directors**

**Planning Meeting**

**October 18, 2023**

**Community Table Community via Zoom**

**Mission Statement**

A Community in which people have access to food and resources.  
to foster self-sufficiency

A.	<p><b>Call to order/Attendance:</b> Vice Chair Jerelyn Marinelli called the meeting to order at 4:08 pm. A Quorum was present.</p> <p><b>Board Members - Present:</b> CT President/CEO Sandy Martin, Jerelyn Marinelli, Harriet Hall, Wendy Ferrell, Josh Rudin, Lisa Smith-Feret, Jill McGranahan and Margret Olek Esler. <b>Not Present:</b> Chairman Steve Galbraith, and Ryan Bo Borowski. <b>Staff:</b> Kelly Walker and Bernadette Velasquez. <b>Guest:</b> David Brougham of Cahill and Associates.</p>
B.	<p><b>Board Remarks: Chairwoman Jerelyn Marinelli</b></p> <p>Vice Chair Jerelyn Marinelli announced that Chairman Steve Galbraith is in Asia and will not be present.</p>
C.	<p><b>Approval of Board Minutes:</b></p> <p>Vice Chair Jerelyn Marinelli called for a motion to approve the Board minutes of August 17, 2023, Lisa Smith-Feret so moved, and Jill McGranahan seconded the motion. Motion passed unanimously 6-0.</p>
D.	<p><b>Presentation of Annual Audit – David Brougham of Cahill and Associates. PC</b></p> <p>Jerelyn introduced David Brougham the new auditor, he presented the audit and indicated the audit looks incredibly good. Jerelyn asked the Board if they had any questions, there were none. Jerelyn asked David when the final audit would be completed, and he indicated in about two weeks. Jerelyn called for a motion to approve the audit. Jill McGranahan so moved to approve the audit as presented. Lisa seconded the motion. Motion passed unanimously 6-0.</p>
E.	<p><b>ACFB Foundation Update – Sandy Martin</b></p> <p>Sandy updated the Board on the Christmas appeal and past donations. Sandy asked the Foundation for their approval on the fall appeal messaging, that up to \$50,000 would be matched by the Foundation. The Foundation voted unanimously, and the Christmas appeal will state that there will be a match provided by the ACFB Foundation up to \$50,000. Jill Fellman has stepped down as a member of the ACFB Foundation Board and CT Board liaison. The ACFB Foundation asked Sandy to be the liaison and she has accepted. Margret Olek Esler joined the Board meeting.</p>
F.	<p><b>CEO/Staff Report – Sandy Martin and Kelly Walker</b></p> <p>Jerelyn asked the Board members if they had any questions on the Financial Report provided in the Board packet and there were none. Sandy discussed CT challenge with serving a substantial number of clients with food especially migrant population. Our challenge is food donations are low, volunteers are getting burnt out and CT is over budgeted for food by \$9,000. We may have to look at how we are serving our clients. Lisa offered that Team Rubicon volunteers in Arvada could come and help Community Table. Jerelyn would like the board to consider their financial contribution to help Community Table to purchase food. Sandy informed the board that the owner of the building has agreed to the City terms and is waiting for the legal department to develop the contracts to go forward with the purchase. Sandy mentioned they did not get the DOLA grant and may need to have a capital campaign to raise money to remodel the building.</p>



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G.	<p><b>Updates from Board Projects – Jerelyn Marinelli</b> Jerelyn went over the meeting protocol and reminded the Board members to stay on topic to support Bernadette in taking Board minutes.</p> <p>Margret Olek Esler provided an update on the Bylaws and Policies. The committee is planning a meeting in November. At the next full board meeting the committee will have an update on the revisions.</p> <p>Jerelyn went over the Board Terms and Nomination. Steve will be ending his term in December. Vice Chair Jerelyn Marinelli will take over the position as Chairwoman, Margarete will be taking the position as Secretary, Harriet will take over as Vice Chair and Wendy will maintain her role as Treasure. Jerelyn would like to meet before the new year to vote on the new Board. Jerelyn will set up a brief meeting in December. 5:00 p.m. Lisa Smith-Feret needed to sign off.</p> <p>The Board discussed the Holiday Party. Jerelyn asked for volunteers to set up a luncheon. Josh and Wendy offered to volunteer to set up a luncheon. Breadwinner was suggested. December 9<sup>th</sup> or 10<sup>th</sup> are the dates suggested for the Board Holiday gathering. Sandy suggested a marble clock as a gift from the Board.</p>
H.	<p><b>Financial Oversight Committee – Wendy Ferrell</b> No Report. The Committee will meet in late November. Jerelyn recommended that Harriet Hall be appointed as a member of the Financial Committee 2024. Josh Rudin so moved and Sandy seconded the motion. The motion passed unanimously 6-0.</p>
I.	<p><b>New Opportunities – Jerelyn Marinelli</b> Open discussion by the Board, Josh is excited the Board will be getting together for the Holiday luncheon.</p>
J.	<p><b>Dates to Remember – Jerelyn Marinelli</b> Holiday Party in Arvada TBD.</p> <p>Elections of new Board officers will be held in December. Jerelyn will send out an email outlining the December meeting and potential luncheon.</p> <p>Next Board of Directors meeting will be held on January 17, 2024 at 4:00 p.m. via Zoom</p>
K.	<p><b>Adjourn – Jerelyn Marinelli</b> Jerelyn called for a motion to adjourn the Board meeting at 5:30 p.m. Margret so moved and Harriet seconded the motion. Motion passed unanimously 6-0.</p>



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Bernadette Velasquez, Executive Assistant.

  
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Jerelyn Marinelli, Vice-Chair

  
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Harriet Hall, Secretary