

**MANNA FoodBank  
Board of Directors Meeting**

<b>Date:</b> January 21, 2015	<b>Begin Time:</b> 5:00 p.m.	<b>End Time:</b> 6:35 p.m.	<b>Total Time:</b> 1:35 min.
<p><b>Members Present:</b> Allen King, Beth Palien, Brandon Anderson, Elaine Beattie, Janie Wilson, Jeff Grindstaff, Jim Mathews, Jim Peterson, Joyce Miles, Kip Marshall, Louise O'Connor, Marjorie Ulin, Mary Ritter, Melody Dunlop, Phil Hardin, Ross Sloan, Sage Turner, Scott McLean, Terry Latanich  <b>By phone:</b> n/a  <b>Members Absent:</b> Jo Blaylock, Teresa Roach</p>			
<b>Guests Present:</b> n/a			
<b>Staff Present:</b> Cindy Threlkeld, ED; Nancy Flippin, CFO, Donna Ensley			
<b>Report/Member/ Handouts</b>	<b>Discussion/Recommendations/Conclusions</b>	<b>Action/Follow Up</b>	
<b>Call to Order</b>	Jim Mathews called the meeting to order and asked former Board president Jim Peterson to read the mission and vision statement of MANNA FoodBank.		
<b>Introduction of new Board members</b>	JM introduced four new Board members: Brandon Anderson, Jeff Grindstaff, Louise O'Connor, and Sage Turner.		
<b>Consent Calendar</b>	JM asked for approval of the December and November minutes. There were two minor changes to be made to the attendance lists. The minutes were approved pending said changes.		
<b>Dashboard Reviews Handout #1—MANNA FoodBank Food Receipts and Distribution</b>	JM presented a handout noting the food receipts and distribution for FY 2014-15. He made particular note of the 13% increase in pounds distributed.		
<b>Finance Committee  Handout #2--Statement of Operating Activities for period ending Dec. 31, 2014  Handout #3—Statement of Position for period ending 12/31/14.</b>	PH presented handouts of financial schedules previously reviewed by the FC. The first document was a statement of operating activities for the six months ending December 2014. He noted several items but, in summary, reported that MANNA is at 50% expenses and 59% income, YTD against the current budget. He also noted that at this time there is approximately \$2 million in cash on the balance sheet. The suggestion had been made to use some of this cash to pay off the debt incurred thus far to fund the STEH. However, the FC suggested leaving the existing loan balance outstanding, as it is at a low rate of interest, and they also felt it was important to continue with a strong banking relationship with the lender. Plus, DE noted that soliciting campaign donations was more effective if there was a debt involved.		
<b>Capital Campaign</b>	DE reported that Phase 1/Quiet Phase of the STEH campaign had ended with a total of \$1.8 million raised. Plans are now underway to initiate the public phase of the campaign. An event is planned at MANNA for April 14, 2015 at which time the public will be informed of the campaign. Invitees to this event will include donors, potential donors, high prospect, and media. David Holt, noted NC musician and storyteller, has agreed to participate in the event and it is hoped that his high profile might generate more interest in the campaign.		

<p><b>Strategic Plan Update</b> <b>Handout #4—Strategic Planning Document 2015-2020</b></p>	<p>CT presented the draft of the strategic plan for the next five years. She reported that the draft had been reviewed by the EC and by senior staff. She noted a few changes to wording and grammar, but otherwise those two groups had approved the plan. She then proceeded to go over the draft and ask for input or comments. After some discussion over wording, it was moved that, pending revision of the noted sentences, that the draft be approved and that it be presented at the February Board meeting for final approval.</p>	<p><b>Motion: That the Draft of the Strategic Planning Document be approved, pending minor changes to wording as noted by the ED.</b></p> <p><b>Motion was seconded and carried unanimously.</b></p>
<p><b>President’s Report</b> <b>Handout #5—Board Goals for 2015</b></p>	<p>JM reported on a proposal to buy a new truck. Jill Hanson reported to the EC in January that the largest truck in the fleet is 15 years old and in constant need of repair. She requested approval to purchase a replacement. The cost would be approximately \$150,000 but there is \$140,000 in the Truck Reserve Fund. The EC recommended purchase of the truck. In addition, PH reported that the Finance Committee reviewed the proposal and also recommended approval, with the caveat that the Board would continue to regularly put aside money into the Truck Reserve Fund for future needs. A motion was made and approved by the Board to move forward with the truck purchase.</p> <p>JM then outlined his Board Goals for 2015 and asked that each Board member read over them. He also requested that each member sign the “Conflict of Interest” and “Board Basic Commitment” documents.</p>	<p><b>Motion: That the Board of MANNA FoodBank approve the use of the \$140,000 in the Truck Reserve Fund to purchase a new truck.</b></p> <p><b>Motion was seconded and carried unanimously.</b></p>
<p><b>Executive Director’s Report</b> <b>Handout #6—Capital Campaign Summary</b></p>	<p>The ED reported that Phase 1 of the STEH was complete, and that Phase 2 could possibly begin as early June, pending approval of certain permits.</p> <p>The search for a Development Director is underway. At this point 27 applicants have applied with the selection of 5 candidates under consideration at this point. She noted that the search might take a while and that they were in no hurry to select a candidate.</p> <p>She noted the visit of Senators Apodaca and Hise. They toured the warehouse and listened to the staff and some Board members discuss the needs and concerns of operating the facility. She felt it was a beneficial visit as they both seemed enlightened on how a food bank works.</p>	
<p><b>Old Business</b></p>	<p>JM offered thanks to Melody Dunlop for agreeing to chair the Development Committee, Scott McLean for taking on the chair of the Membership and Governance Committee, and Phil Hardin for serving as Chair of the Finance Committee and Board Treasurer.</p> <p>NF asked that Board members report on any time spent on board committees or other MANNA projects, as she would like to keep an accounting of how much time the Board spends on related activities for reporting on Form 990.</p>	
<p><b>Next Board Meeting</b></p>	<p>February 17, 2015</p>	

Joyce Miles, Secretary  
January 21, 2015