

**MANNA FoodBank  
Board of Directors Meeting**

<b>Date:</b> May 20, 2015	<b>Begin Time:</b> 5:00 p.m.	<b>End Time:</b> 6:40 p.m.	<b>Total Time:</b> 1:40 hour
<p><b>Members Present:</b> Janie Wilson, Jeff Grindstaff, Jim Mathews, Jim Peterson, Joyce Miles, Louise O'Connor, Melody Dunlop, Scott McLean, Terry Latanich, Allen King, Beth Palien, Phil Hardin, Kip Marshall  <b>By phone:</b> n/a  <b>Members Absent:</b> Jo Blaylock, Teresa Roach, Brandon Anderson, Elaine Beattie, Mary Ritter, Ross Sloan, Sage Turner</p>			
<b>Guests Present:</b> Brad Searson, Rasheeda McDaniel			
<b>Staff Present:</b> Cindy Threlkeld, ED; Nancy Flippin, CFO; Jill Hanson, COO; Katy German, Donna Ensley, Mary Nesbitt, CDO			
<b>Report/Member/ Handouts</b>	<b>Discussion/Recommendations/Conclusions</b>	<b>Action/Follow Up</b>	
<b>Call to Order</b>	JM called the meeting to order and asked Louise O'Connor to read the mission and vision statement of MANNA FoodBank.		
<b>Consent Calendar</b>	JM asked for approval of the March minutes. A motion was made and seconded and was passed unanimously. The ED introduced Mary Nesbitt, the new CDO, and extended a welcome to her at her first Board meeting.		
<b>Community Navigator Program Handout #1—Community Service Navigators Brochure</b>	<p>Katy German introduced Rasheeda McDaniel, the Program Coordinator for the Community Service Navigators, which is an arm of the Buncombe County Health and Human Services Department. Ms. McDaniel presented a brief overview of the program. The Navigators are partnering with H&amp;HS to provide a variety of services and programs, not the least of which is a Food Pop-Up initiative in conjunction with MANNA. These pop-ups are being staged in certain areas of need within the City of Asheville and Buncombe County. The pop-ups provide food presented in an attractive manner, along with cooking demos and recipes to help participants understand the importance of making nutritional and healthy food choices.</p> <p>While attending the food pop-ups, residents can also receive help and information on a variety of topics, ranging from Health, Protective Services, and Emergency Assistance.</p> <p>Ms. McDaniel stressed that most of the people come because of the food that is provided, and in doing so, it puts them in front of the Navigators who can then assist them in other areas of need. She made note in particular of one pop-up which was created, and staffed, by Asheville police, giving the residents an opportunity to see police in a favorable light and encouraging dialogue and trust on both parts.</p>		
<b>Handout #2—The Space to Erase Hunger Gift Summary thru 5/10/15  Handout #3—MANNA STEH—Tips for Final Phase</b>	Donna Ensley reported the Capital Campaign had reached approximately \$2.5 million in pledges, gifts and in-kind donations. In particular, the donor event in April with David Holt as honored guest, has generated somewhere between \$80,000-\$100,000 thus far. She noted that follow-up letters and phone calls were in process for those that attended or responded to the donor event. She was also preparing a special presentation to particular volunteers whom she had identified as potential donors. She stressed the importance of notifying potential donors of the grant challenge that had been issued by the Glass Foundation for their		

	<p>\$250,000 gift. She asked for help from the Board in making these calls in order to complete the “ask.”</p> <p>Brad Searson thanked the staff and the Board for their participation in all phases of the campaign and reiterated the need of the Board’s help in following up the list of donors that Donna had identified. He handed out a list of tips for making the final “ask.”</p>	
<p><b>Finance Committee Report</b></p> <p><b>Handout#4—MANNA FoodBank Statement of Position for period ending April 30, 2015</b></p> <p><b>Handout #5-MANNA FoodBank Revenues by Source</b></p> <p><b>Handout #6—MANNA FoodBank Statement of Activities for period ending April 30, 2015</b></p> <p><b>Handout #7--Health Reimbursement Arrangement</b></p> <p><b>Handout #8—MANNA FoodBank Food Receipts and Distribution FY 2014-15</b></p>	<p>Nancy Flippin presented a brief summary of YTD financials through April 30. She noted that MANNA is on solid ground with enough cash on hand and operating reserves for 5 months of operating expenses. The line of credit used for the STEH/Phase 1 is being paid down at the rate of \$100,000 per month and had an outstanding balance of approximately \$323,000 at the end of April. For the full fiscal year, revenue overall is expected to fall slightly short of the budget, with shortfalls in direct mail and grants mostly offset by a one-time inflow on government contracts. However, she reported that expenses overall were also expected to come in somewhat under budget in several areas. At this time, Nancy is expecting that the excess of revenues over expenses will approximate \$300,000 for the year, with \$70,000-\$75,000 of that amount to be restricted revenue that will rollover to the following year.</p> <p>Management is currently preparing the final draft of the budget, for fiscal 2015-2016, which has been reviewed by the Finance Committee and will be ready for presentation for the June Board meeting.</p> <p>She then presented information concerning establishment of a Health Reimbursement Account (HRA) arrangement within the employees’ health plan. This has been offered to employees, who have been very receptive to the new arrangement, especially in the high deductible plan. Health insurance costs overall will decline by approximately 3% as a result. The provider of the plan requires a board resolution approving the HRA, which Nancy highly recommended. A motion was made to accept the recommendation, seconded, and carried unanimously.</p> <p>Jill Hansen, COO, reported that YTD figures are showing an 11% increase in food distribution, and she is expecting that to continue to increase. She also reported an increase in food coming in from other food banks and from SNAP funding. She noted that produce and quarterly bulk purchases were being made using an increase in state funding.</p>	<p>MOTION: see attached document #7</p>
<p><b>Framing the Future</b></p> <p><b>Handout #9-MANNA FoodBank Strategic Plan 2015-20</b></p>	<p>The ED reported on the strategic plan for 2015-20 which had been previously adopted by the Board and she presented an updated “Framing the Future” document detailing the specific goals and measurements of the plan for fiscal 2015-2016.</p> <p>She highlighted the seven goals set forth (see attached Handout #9) and noted that she and senior staff would review this final draft. She offered the Board to send any comments, edits or suggestions to her in order for her to incorporate them.</p>	
<p><b>Membership and Governance Committee</b></p> <p><b>Handout #10—MANNA Board Nomination for January 2016 Class</b></p>	<p>Scott McLean handed out a nomination form to be used by Board members who might have potential board candidates in mind. He stressed that these candidates not be told of their consideration until such time as the M&amp;G committee does its review and makes recommendations. For 2016, there currently are 3 slots available due to retiring members, and 1 slot open due to a member being relocated last year.</p>	
<p><b>Public Policy</b></p>	<p>Terry Latanich noted that his committee met in April. He remarked on Feeding America’s \$250,000 grant to the NC state association of food banks to fund a position to oversee the new produce initiative that FA is setting forth. He noted that state funding remains as is,</p>	

	<p>with the only change being the 1 year grant cycle is changing to a 2 year cycle.</p> <p>There is also a \$100,000 grant at the state level to help fund the Farm to Food Bank project, where excess produce is being bagged and distributed. These funds will help in the costs of the bagging equipment, as well as transportation costs.</p>	
<b>President's Report</b>	JM reported briefly on his attendance at the Feeding America conference in Phoenix. He was particularly impressed to see the power and breadth of the FA network.	
<b>Executive Director's Report</b>	<p>The ED noted three points:</p> <ul style="list-style-type: none"> <li>• A search is underway for a new Marketing/Media person to replace Becky Upham who left in April</li> <li>• The Blue Jean Ball is June 6, 2015 and she encouraged Board attendance</li> <li>• On Thursday, May 21, there is to be a Poverty Simulation event which she and a number of staff will attend. She invited any Board members to attend.</li> </ul>	
<b>New Business/Old Business</b>	There was no new, or old, business.	
<b>Next Board meeting</b>	June 17, 2015	

Joyce Miles, Secretary  
May 21, 2015