

**FOOD BANK OF THE SOUTHERN TIER**  
**Development Committee Meeting**  
 February 4, 2022 8:30 – 10 am

Member	In Attendance	Unable to Attend
John Bayne (Chair)	X	
John Alexander	X	
Dave Radin	X	
Joe Thomas	X	
Alison Wolfe	X	
Julie Monahan		X
Anis Fadul		X
Amanda Smith-Socaris	X	
Jamie Kaffenbarger (Vice Chair)	X	
Connie Park		X
Krista Niles-Updyke	X	
<i>Ex-Officio</i>		
Natasha Thompson	X	
<i>Staff</i>		
Meghan Parsons	X	
Lynn Dates	X	

1. **Welcome and Call to Order** - John Bayne called the meeting to order at 8:31 am
2. **Prayer/Poem/Positivity** – Alison Wolfe shared a prayer
3. **Welcome New Members** – New members Jamie Kaffenbarger and Krista Niles-Updyke introduced themselves to the committee.
4. **Approval of October 29, 2021 Minutes**  
*Amanda Smith-Socaris made a motion to approve the October 29, 2021 minutes.  
 John Alexander seconded. All were in favor. None opposed.*
5. **2021 Results** – Meghan reviewed the 2021 Development Committee Fundraising results which included the following: Position elevations (Director of Communications and Corporate Engagement Manager) and additions (Digital Manager and Community Engagement Manager); Stewardship and successful strategy rollout; Strategic Investment Fund major gifts proposals – began \$25K+ multiyear asks two years after the launch of the Major Gift Program; Challenges that included turnover and hiring (Lynn will send job descriptions to this group), direct mail supply and labor shortages; COVID effecting Leader of the Pack second year in a row; Revenue 39% over the original 2021 goal totaling \$5.8M; Giving year-over-year by month; Giving methods and percentage increases of the top methods; 93%+ progress to goal in 6 out of ten donor segments; Major donor portfolios; Secured SIF major gifts totaling \$672K pledged over 3 – 5 years; Creation of a Corporate Partner portfolio. The group discussed percentage of administration expenses compared to peer food banks, and ways that we might share our lower-than-normal admin expenses as positive information to donors. It was suggested that we determine who our high-performing peers are and look into what they do differently than us. It was noted that Feeding America provides this information.
6. **2022 Fundraising Goals & Endowment** – Meghan reviewed 2022 Development Committee Fundraising Goals that included the following: Summary of 2022 budgeted revenue \$4.2M; Building a Planned Giving Program through an endowment; Review of Net Assets Without Donor Restrictions Policy; Current Designation Categories; Partners in Faith (PIF) Endowment through CCDOR; Establishing a spending policy for Board designated endowment funds. John Bayne asked for volunteers for a sub-committee of this group to make recommendations about creating an endowment; Jamie Kaffenbarger, Krista Niles-Updyke, and John Alexander volunteered.

7. **40<sup>th</sup> Anniversary Logo** – Meghan shared twelve examples of a 40<sup>th</sup> anniversary logo and asked each member to review them on their own time, select two that they like, and why they like them, and communicate this information back to Meghan.
8. **BOD Volunteer Donor Thank You Call Program** – Meghan updated the group, noting a training scheduled for Wednesday, March 2, 2:30 – 4 pm, and encouraged additional volunteers from this group.
9. **Action Items Review & Member Report Out** – John Bayne introduced review and report-out to those new to this group, noting that this is an important way to keep members moving forward outside of regular meetings. John Bayne also shared that in honor of Black History Month, there will be Hunger Advocacy Trainings presented for Corning Incorporated employees.  
 Dave Radin shared that he continues to encourage Tom Wetzel to join this committee.  
 Amanda Smith-Socaris shared that her office will hold several food drives to benefit both FBST and Schuyler Outreach Pantry.  
 Meghan noted future changes to Cheers for Change.  
 John Alexander shared that he has been working on a project called UniPantry with investors and students, adding that students don't always know what to do with raw food in a short period of time. Meghan pointed out that we are working on a story about college hunger and would be in contact with him to get more information.  
 Alison Wolfe shared that she is looking forward to participating in the BOD Donor Thank You Call program and shared her enthusiasm for Elmira College students' volunteer efforts.  
 Joe Thomas noted that his personal friends have been donating to FBST and that Strategic Investment Fund (SIF) projects show good strategic thinking.  
 Krista Niles-Updyke noted that Leader of the Pack will be her focus in the near future.  
 Jamie Kaffenbarger shared that his business is sponsoring Knit for Food at a Corning yarn shop on February 12, for 12 hours.  
 Meghan reminded that group that Checkout Hunger is currently underway in local grocery stores and online. Natasha added that everyone should thank their cashier for asking on behalf of FBST.
10. **Next meeting dates** – May 6, August 26, and October 28
11. **Adjourn** – The meeting adjourned at 9:55 am.

Minutes respectfully submitted by,  
 Lynn Dates, *Executive Assistant to*  
 Natasha R. Thompson, *President & CEO*

Action Items	Responsible	Due Date
Send Development job descriptions to BOD/Committees	Lynn	ASAP
Send 40 <sup>th</sup> Anniversary logos to this Committee	Lynn	ASAP
Select two 40 <sup>th</sup> logos that you like, and why they like them and send to Meghan	All	ASAP
Schedule Endowment Sub-Committee meeting, including Jamie Kaffenbarger, Krista Niles-Updyke, John Alexander, and Meghan (Natasha?)	Lynn	Before May 6, meeting
Connect with John Alexander re. college hunger	Meghan	Before May 6, meeting
Look into percentage of administration expenses compared to peer food banks	Meghan	Before May 6, meeting
BOD Volunteer Donor Thank You Call Program training Wednesday, March 2, 2:30 – 4 pm	Additional volunteers	March 2