

FOOD BANK OF THE SOUTHERN TIER

Board of Directors Meeting

December 17, 2020

4:00 PM - 6:00 PM

AGENDA

<u>TOPIC</u>	<u>FACILITATOR</u>	<u>ACTION</u>	<u>TIME</u>
1. Welcome & Call to Order	Joe Thomas		1
2. Opening Prayer	Jessica Renner		2
3. Approval of Minutes – September 17, 2020	Joe Thomas	Approve	2
4. BOD Education: Compliance Training	Robert Trusiak	Update	20
5. Committee Reports			60
a. Advocacy Committee	Erin Summerlee/ Lyndsey Lyman	Approve	
• Food Bank Advocacy Agenda			
b. Development Committee	John Bayne/ Meghan Parsons	Update	
• 2020 Fundraising Progress			
• BOD Giving			
• Digital Marketing			
c. Executive Committee	Joe Thomas	Update	
• 2020 CEO Performance Evaluation Plan			
d. Finance Committee	Steve Hoyt/ Tim Currie	Approve	
• September Financials			
• Q3 Adjustments			
• 2021 Budget			
• Glide Path			
e. Nominating & Corporate Governance	Grace Park	Approve	
• 2021 BOD Slate & Committee Appointments			
• BOD Mentor Policy			
• 2021 Meeting Schedule			
6. COO Report	Tim Currie	Update	5
7. CEO Report: Food Bank/ Foodnet Alliance	Natasha Thompson	Update	20
8. Executive Session	Joe Thomas		5

Next Meeting:

February 18, 2021 4:00 PM-6:00 PM

Opening Prayer: Grace Park

FOOD BANK OF THE SOUTHERN TIER

Board of Directors Meeting

September 17, 2020 4:00-6:00 PM

Board Member	In Attendance	Unable to Attend
Joe Thomas (Chair)	X	
Alison Wolfe	X	
Carin Rouleau	X	
Grace Park	X	
John Bayne	X	
Mary Pat Dolan	X	
Michael Eisner	X	
Peter Newman	X	
Steve Hoyt	X	
Jessica Renner		X
Karl Krebs	X	
Lorna Swaine-Abdallah		X
Shannon Matteson		X
Anis Fadul	X	
Erin Summerlee	X	
Marty Heysham	X	
<i>Ex-Officio</i>		
Natasha Thompson	X	
Laura Opelt	X	
<i>Staff</i>		
Meghan Parsons	X	
Tim Currie	X	
Lyndsey Lyman	X	
Lynn Dates	X	

1. Welcome & Call to Order

Joe Thomas called the meeting to order at 4:02 pm.

2. Opening Prayer

Alison Wolfe led the opening prayer.

3. Approval of June 20, 2020 Minutes

Mary Pat Dolan made a motion to approve the June 20, 2020 minutes.

Steve Hoyt seconded. All were in favor. None opposed.

4. Committee Updates

Advocacy Priority Updates – Erin Summerlee provided an Advocacy refresher, noting that the work of the Advocacy Committee is to be more intentional and strategic, and that the development of Priorities has been participatory, involved key constituents, and includes a timeline which provides a robust agenda.

Lyndsey Lyman provided a timeline update and thanked Jen Bertron for her work behind the scenes to provide data. She described the partner agency survey and noted the highest priorities and the number of responses. She reviewed the Virtual Client Focus Group Survey results pointing out a few resulting themes: increased costs of food, utilities, and health care, adding that mental health, delayed government program funding Unemployment Insurance benefits and P-EBT, transportation and childcare were noted as well. Lyndsey reviewed the results of the client survey and some reasons behind the results, pointing out that Food Access, Health care and Housing ranked the highest in need of action over the next 12 months, emphasizing that respondents shared that \$500 extra per month would help alleviate their needs. Lyndsey described Committee recommendations for next steps and asked for feedback and questions. The BOD discussed the Priorities. Joe Thomas pointed out that the Committee has done good work on this topic.

Finance – Tim provided an update about regular operating Q2 projections, adding that there is a \$1.5M surplus and that Fundraising adjustments are driving the surplus. He pointed out the following: TEFAP admin funds and the sale of the garage \$170,000 add to the bottom line, HPNAP shared maintenance revenues have been moved into next year, COVID related savings are noted in Freight-In and Staff Expenses, and increased bank fees are a result of the increase in Fundraising.

COVID Budget – Tim reviewed highlights from the disaster relief budget, pointing out significant cash levels, referencing the GlidePath total of \$4M, adding that 2021 could be a challenging year. Joe Thomas added that the need will continue, and we will spend as designated. Natasha pointed out that the recent Bath Community Food Distribution achieved a maximum of 500 registrations within 35 minutes.

*Michael Eisner made a motion to approve Q2 Projections and COVID Budget.
Karl Krebs seconded. All were in favor. None opposed.*

Development – John Bayne provided a brief overview, noting new Committee member Amanda Smith-Sakaris, and that Meghan Parsons has done great work.

Q2 Fundraising Report – Meghan provided an update of Q2 Fundraising, pointing out that there have been 16,183 gifts made to date and that Fundraising is currently 37% over 2020 budget goal. Meghan explained that Flatten the Curve: Spring for Meals and the Mother’s Day Challenge were both well timed. Meghan highlighted the Major Donor Program and the Phoneathon as major successes. John Bayne lauded the Development Team and the Board for supporting the Major Gifts Officer position. Meghan pointed out that the new Fundraising goal for the rest of the year is \$6.1M, that she does not intend to “let up on the gas”, and that we have at least 3,000 new donors in the database. The BOD discussed the uncertainty of the upcoming year.

Nominating & Corporate Governance - BOD Recruitment – Grace Park shared the recent work of the Nominating & Corporate Governance Committee and explained the need for BOD diversity. She reviewed the BOD committee and member profile worksheet, emphasizing diversity. Grace thanked the Board members who have contributed names of possible BOD candidates.

CCDOR Update – Laura Opelt shared that she will report on recent Executive Committee conversations at the next DOR BOD meeting. Laura noted that the Mother Cabrini Grant will not be accessible to FBST this year since DOR is in bankruptcy, adding that agencies associated with DOR are not eligible. She provided a Child Victims Act update noting that there are 49 reported cases against Catholic Charities and that the bar date was August 15, so no additional cases will be coming forward. She added that she is unsure of the impact on Catholic Charities, that these crimes go back decades when many Catholic Charities agencies didn’t exist. She explained that there has been confirmation of insurance coverage during those periods, however it is still ambiguous. Laura pointed out that donor stipulations are legal, and that targeted fundraising is important and should continue. She concluded that this has been a lengthy process and that mediation begins in October, but it could be a couple of years until we know the outcome.

5. **COO/CEO COVID-19 Report**

Tim provided updates on Distribution and Receipts through August, pointing out that we are 3M pounds ahead of last year and noting agency and program distribution highlights which include agency pounds tracking 15-20% higher each month and FBST monthly CFDs averaged 320,000 pounds while 43 monthly MFPs during the same time last year averaged 253,000 pounds.

Natasha provided updates on Phase 2 Planning and the 2020 Workplan, pointing out the following: the Volunteer Program restarted August 10; we are Transitioning from two CFDs per week to one in September with the goal of bringing back smaller MFP distributions; School district partner surveys were sent seeking Backpack, produce and snack selections. She shared that with funding from Feeding America we are working with the following: Horn Research to conduct a regional Needs Assessment with a plan to present findings in February 2021; Batiste Leadership to develop a Strategic Plan and process and creating an Equity Lens that will inform our work going forward. Additionally, facility updates are complete, and a technology upgrade budget is being developed. With

regards to the 2020 Workplan, Natasha shared that the Senior Leadership Team developed the workplan with feedback from the employee SWOT and BOD Strategy Session. She explained that the workplan has 9 strategic priorities with one or two leads assigned to each, adding that Leads will report at weekly Directors meetings through the end of 2020. The BOD discussed employee wellbeing.

6. Other Business – No other business noted.
7. Executive Session – Tim, Meghan and Lynn exited the meeting at 5:29 pm

Minutes respectfully submitted by,

Lynn Dates
Executive Assistant to
Natasha Thompson, President & CEO

DRAFT



Advocacy Agenda

The Food Bank of the Southern Tier's mission is working together to build and sustain hunger-free communities throughout the Southern Tier. To achieve our vision of a future without hunger where access to healthy food by all is recognized as fundamental to the well-being and success of individuals and the foundation of a strong, vibrant society, we must address the root causes of food insecurity.

This requires us to work for public policies that further our efforts to not only feed people who are in need today, but also create an environment in which people no longer need our services and can provide adequate nutrition as well as other related basic needs for themselves and, where applicable, their families. We understand that hunger is simply one aspect of economic insecurity and that when other basic needs are met, food security is more easily attained by an individual and community.

Federal

Tier 1: We will actively lead work on these priorities.

Protect, strengthen & expand funding, accessibility and rule flexibilities for federal nutrition programs

- Programs that *allow the Food Bank to feed people directly*, such as TEFAP (The Emergency Food Assistance Program)
- Programs that *allow other organizations to feed people*, such as school meals, summer meals, CACFP (Child and Adult Care Food Program), and senior nutrition programs such as those outlined in the Older Americans Act
- Programs that *provide people with the resources to feed themselves*, such as SNAP (Supplemental Nutrition Assistance Program) and WIC (Special Supplemental Nutrition Program for Women, Infants, and Children)

Tier 2: We will work on these priorities in coalition with other organizations.

- Access to affordable healthcare and health insurance
- Access to affordable essential services such as childcare, treatment for substance use disorders, and services for seniors, veterans, and individuals with disabilities
- Access to basic needs such as housing, clothing, income, clean water, and heat
- Access to affordable post-secondary education opportunities, including college/university, trade and vocational training

State & Local

Tier 1: We will actively lead work on these priorities.

- Protect, strengthen & expand funding, accessibility and rule flexibilities for nutrition and outreach programs
 - Programs that *allow the Food Bank to feed people directly*, such as HPNAP (Hunger Prevention and Nutrition Assistance Program)
 - Programs that *allow other organizations to feed people*, such as school meals, summer meals, CACFP (Child and Adult Care Food Program), and senior nutrition programs such as those outlined under Community Services for Elderly and Wellness in Nutrition
 - Programs that *provide people with the resources to feed themselves*, such as NOEP (Nutrition Outreach and Education Program) and WIC Help NY
- Support the equitable development of local food infrastructure & policies for the distribution, access to, and consumption of safe, affordable, wholesome, locally produced food

Tier 2: We will work on these priorities in coalition with other organizations.

- Access to affordable healthcare and health insurance
- Access to affordable essential services such as childcare, treatment for substance use disorders, and services for seniors and individuals with disabilities
- Access to basic needs such as housing, clothing, income, clean water, and heat.
- Access to affordable post-secondary education opportunities, including college/university, trade and vocational training



BOD Update Development & Community Engagement

Meghan Parsons, VP of Development & Community Engagement
December 10, 2020

a regional agency of Catholic Charities and a member of Feeding America

1

2020 Fundraising Revenue



\$6,616,981 – revenue through November (Nov. not reconciled with finance)

32,268 – # of gifts

\$1,958,969 – COVID-19/Spring for meals

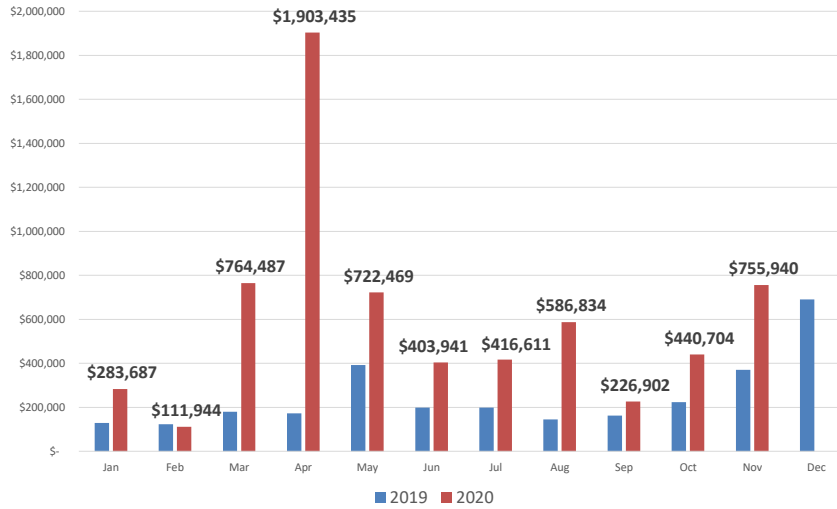
\$6,115,838 – Q2 adjusted budget goal

\$501,143 / 8% – over Q2 adjusted budget goal

2

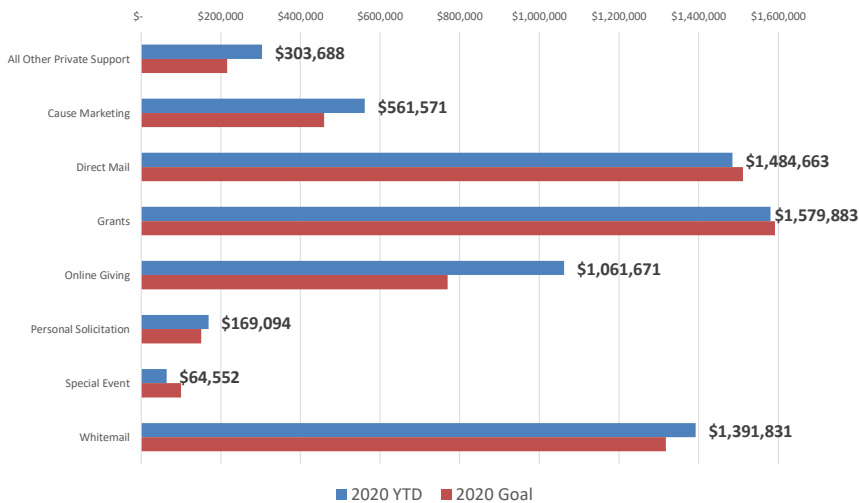
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Revenue MOM



3

Giving by Method



4

**FOOD BANK OF THE SOUTHERN TIER
PROCESS FOR EVALUATION OF
PRESIDENT & CEO'S 2020 PERFORMANCE**

- 1) By **January 15, 2021** Natasha distributes a President & CEO performance report for 2020 to BOD members
- 2) By **January 19, 2021** Lynn Dates distributes a link to the CEO evaluation survey to BOD members & FBST staff who directly report to Natasha.
 - a. Evaluation results, for both groups, will be sent directly to Joe Thomas.
 - b. Lynn will monitor those who have not responded and will send reminders and keep Joe abreast of the percentage of respondents.
- 3) By **February 1, 2021**, Joe will distribute, to the Executive Committee (including Jack), a summary of the evaluation for both the Board Members and Employees.
- 4) Executive Committee (including Jack) will connect via zoom/ in person &/or by conference call on **February 9, 2021**, without Natasha, to review the evaluation and prepare a summary statement of performance for 2020 along with suggestions for any adjustments and future objectives.
- 5) Joe Thomas and Jack Balinsky will meet with Natasha to communicate the summary of the evaluation after the Executive Committee meeting on **February 9, 2021**.
- 6) At the **February 19, 2021** Board meeting, the Executive Committee will report its summary of Natasha's 2020 performance along with any recommendations regarding compensation.
- 7) Any COLA or salary adjustments will be managed by Jack, according to the direction set forth by Jack and the Board.

Food Bank of the Southern Tier

Balance Sheet

	09/30/2020	12/31/2019
ASSETS		
CASH - OPERATING	\$4,814,378.47	\$1,678,451.32
ACCTS. RECEIVABLE	\$22,436.48	\$74,209.14
CAMPAIGN RECEIVABLE	\$54,719.52	\$56,349.78
CONTRACTS / GRANTS RECEIVABLE	\$233,996.70	\$291,788.93
INVESTMENT MANAGEMENT	\$1,770,662.03	\$1,795,888.77
PREPAIDS	\$15,659.52	\$49,048.92
PURCHASE FOOD INVENTORY	\$668,562.15	\$343,810.00
IN-KIND DONATED/TEFAP FOOD	\$2,799,104.20	\$1,508,134.86
PROPERTY, PLANT AND EQUIPMENT	\$3,197,548.40	\$3,409,559.33
TOTAL ASSETS	\$13,577,067.47	\$9,207,241.05
 LIABILITIES AND FUND BALANCE		
LIABILITIES		
ACCOUNTS PAYABLE	\$281,268.73	\$206,023.51
DEFERRED INCOME	\$25,877.36	\$131,856.24
DEFERRED INVENTORY	\$2,799,104.20	\$1,508,134.86
ACCRUED LIABILITY	\$193,838.74	\$245,452.56
TOTAL LIABILITIES	\$3,300,089.03	\$2,091,467.17
 FUND BALANCE		
UNRESTRICTED FUNDS	\$9,662,647.27	\$6,465,119.52
RESTRICTED-ENDOWMENT FUND	\$45,520.36	\$45,520.36
BUILDING FUND	\$470,246.00	\$470,246.00
TEMP. RESTRICTED TRK CAMPAIGN	\$98,564.81	\$134,888.00
TOTAL FUND BALANCE	\$10,276,978.44	\$7,115,773.88
 TOTAL LIABILITIES AND FUND BALANCE	\$13,577,067.47	\$9,207,241.05
 BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS	\$7,115,573.88	\$6,941,900.01
 NET SURPLUS/(DEFICIT)	\$3,161,404.56	\$173,873.87
 ENDING FUND BALANCE	\$10,276,978.44	\$7,115,773.88

Net Surplus/Deficit is the total of Total Operations and Truck Campaign

Food Bank of the Southern Tier
Cash Flow Forecast
SEPTEMBER 20 to MARCH 21

WEEK ENDING	RECEIPTS		DISBURSEMENTS	NET CHANGE	BALANCE	
BAL. BROUGHT FORWARD					4,814,378.47	
10/2/2020	24,245.19	D,F	28,699.36	(4,454.17)	4,809,924.30	
10/9/2020	94,520.42	C,D,F	192,504.27	B (97,983.85)	4,711,940.45	
10/16/2020	156,767.44	D,F	195,704.34	A,B,J (38,936.90)	4,673,003.55	
10/23/2020	218,353.98	D,E,F	49,333.22	B 169,020.76	4,842,024.31	
10/30/2020	50,000.00	D,F	94,500.00	A (44,500.00)	4,797,524.31	
MONTHLY TOTAL	543,887.03		560,741.19	(16,854.16)	4,797,524.31	
WEEK ENDING						
11/6/2020	86,636.00	D,F	75,000.00	11,636.00	4,809,160.31	
11/13/2020	190,091.00	D,F,I	170,000.00	A,H 20,091.00	4,829,251.31	
11/20/2020	86,636.00	D,F	35,000.00	51,636.00	4,880,887.31	
11/27/2020	36,637.00	D,F	170,000.00	A,H (133,363.00)	4,747,524.31	
MONTHLY TOTAL	400,000.00		450,000.00	(50,000.00)	4,747,524.31	
WEEK ENDING						
12/4/2020	76,635.00	D,F	60,000.00	16,635.00	4,764,159.31	
12/11/2020	140,000.00	D,F,I	120,000.00	A,H 20,000.00	4,784,159.31	
12/18/2020	96,837.00	D,F	60,000.00	36,837.00	4,820,996.31	
12/25/2020	136,528.00	D,F	150,000.00	A,H (13,472.00)	4,807,524.31	
12/31/2020	20,000.00		60,000.00	(40,000.00)	4,767,524.31	
MONTHLY TOTAL	470,000.00		450,000.00	20,000.00	4,767,524.31	
3 MONTH RECAP	1,413,887.03		1,460,741.19	(46,854.16)	BEGIN BAL	ENDING BAL
MONTH OF JANUARY	450,000.00		450,000.00	(450,000.00)	4,767,524.31	0.00
MONTH OF FEBRUARY	450,000.00		450,000.00	0.00	4,767,524.31	0.00
MONTH OF MARCH	450,000.00		450,000.00	0.00	0.00	0.00
6 MONTH RECAP	2,763,887.03		2,810,741.19	(46,854.16)	4,814,378.47	4,767,524.31

- A INCLUDES 2 WEEKS PAYROLL \$84,067
- B INCLUDES FOOD PURCHASES \$102,158 & \$29,833 & \$25,427
- C INCLUDES TEFAP \$17,052
- D A/R PAYMENTS
- E INCLUDES HPNAP REIMBURSEMENT \$169,919
- F DONATIONS/DIRECT MAIL
- G INCLUDES NOEP PAYMENT
- H FUTURE FOOD PURCHASES
- I FUTURE HPNAP REIMBURSEMENTS
- J DIRECT MAIL EXPENSE \$24,391

	PROJECTED CASH FLOW BALANCE	ACTUAL CASH BALANCE
JULY	4,591,699.17	4,596,005.89
AUGUST	4,502,409.84	4,554,025.40
SEPTEMBER	4,736,779.08	4,814,378.47

JULY - REVENUE AND EXPENSES WERE ON TARGET

AUGUST - REVENUE WAS MORE THAN ANTICIPATED WITH COVID DONATIONS AND EXPENSES WERE ON TARGET

SEPTEMBER - REVENUE WAS MORE THAN ANTICIPATED, DONATIONS MORE THAN EXPECTED
EXPENSES WERE ON TARGET

Food Bank of the Southern Tier
Income Statement
 Total Operations Including Current Month Actuals

	CURRENT MONTH 9/1/2020 9/30/2020	CURRENT YTD ACTUAL 1/1/2020 9/30/2020	LAST YTD ACTUAL 1/1/2019 9/30/2019	PROJECTION TO DATE 1/1/2020 9/30/2020	FULL YR PROJECT. 1/1/2020 12/31/2020	% TO FULL YEAR PROJECTION
REVENUE						
FOOD DISTRIBUTION						
AGENCIES	\$531,434.97	\$4,834,040.76	\$2,609,587.29	\$5,374,545.60	\$7,166,061.00	67%
MOBILE FOOD PANTRIES	\$116,601.57	\$1,042,255.56	\$1,524,101.45	\$1,010,959.42	\$1,347,946.00	77%
YOUTH PROGRAMS	\$11,374.58	\$162,330.54	\$58,983.54	\$139,923.67	\$186,565.00	87%
DISASTER RELIEF	\$160,257.01	\$1,900,941.02	\$0.00	\$1,694,174.17	\$2,258,899.00	84%
TOTAL FOOD DISTRIBUTION	\$819,668.13	\$7,939,567.88	\$4,192,672.28	\$8,219,602.86	\$10,959,471.00	72%
DONATED PRODUCT						
DONATED PRODUCT	\$404,948.46	\$3,876,597.90	\$3,802,726.44	\$4,029,626.98	\$5,372,836.00	72%
TOTAL DONATED PRODUCT	\$404,948.46	\$3,876,597.90	\$3,802,726.44	\$4,029,626.98	\$5,372,836.00	72%
CONTRACTS / PROGRAMS						
HPNAP GENERAL OPERATING	\$31,072.02	\$520,081.40	\$270,092.25	\$449,213.17	\$598,951.00	87%
OTHER CONTRACTS / PROGRAMS	\$12,156.60	\$772,450.62	\$360,873.16	\$689,444.97	\$919,260.00	84%
TOTAL CONTRACTS / PROGRAMS	\$43,228.62	\$1,292,532.02	\$630,965.41	\$1,138,658.14	\$1,518,211.00	85%
FUNDRAISING / DONATIONS						
CAUSE MARKETING	\$24,589.90	\$515,387.44	\$391,390.26	\$344,831.96	\$459,776.00	112%
SPECIAL EVENTS	\$200.00	\$60,448.21	\$174,876.13	\$74,999.98	\$100,000.00	60%
DIRECT MAIL	\$87,974.16	\$1,000,964.72	\$404,706.23	\$1,133,156.98	\$1,510,876.00	66%
ONLINE GIVING	\$42,911.55	\$783,107.21	\$94,737.02	\$577,070.21	\$769,427.00	102%
PERSONAL SOLICITATION	\$3,270.00	\$138,859.00	\$16,850.00	\$113,099.96	\$150,800.00	92%
GENERAL DEVELOPMENT GRANTS	\$20,000.00	\$1,518,633.02	\$141,624.05	\$1,193,348.19	\$1,591,131.00	95%
WHITE MAIL	\$35,878.47	\$1,203,510.20	\$287,590.47	\$988,064.24	\$1,317,419.00	91%
ALL OTHER PRIVATE SUPPORT	\$13,825.57	\$206,400.46	\$166,411.43	\$162,306.73	\$216,409.00	95%
TOTAL FR/DONATIONS	\$228,649.65	\$5,427,310.26	\$1,678,185.59	\$4,586,878.25	\$6,115,838.00	89%
OTHER INCOME						
OTHER INCOME	\$5,557.34	\$219,963.36	\$59,385.54	\$166,411.37	\$221,882.00	99%
TOTAL OTHER INCOME	\$5,557.34	\$219,963.36	\$59,385.54	\$166,411.37	\$221,882.00	99%
TOTAL REVENUE	\$1,502,052.20	\$18,755,971.42	\$10,363,935.26	\$18,141,177.60	\$24,188,238.00	78%
EXPENSES						
PERSONNEL EXPENSES						
SALARIES	\$186,755.80	\$1,638,006.90	\$1,481,829.01	\$1,701,969.60	\$2,269,293.00	72%
FRINGE BENEFITS	\$42,861.89	\$402,679.78	\$389,485.01	\$410,210.06	\$546,947.00	74%
CONTRACT EMPLOYMENT	\$6,982.72	\$84,537.13	\$31,416.37	\$33,345.00	\$44,460.00	190%
PAYROLL PROCESSING	\$641.43	\$4,583.79	\$3,346.37	\$3,074.99	\$4,100.00	112%
RECRUITMENT-ADVERTISING	\$0.00	\$0.00	\$31.00	\$299.98	\$400.00	0%
PERSONNEL EXPENSES	\$143.00	\$883.00	\$1,433.00	\$1,312.48	\$1,750.00	50%

Food Bank of the Southern Tier
Income Statement
 Total Operations Including Current Month Actuals

	CURRENT MONTH 9/1/2020 9/30/2020	CURRENT YTD ACTUAL 1/1/2020 9/30/2020	LAST YTD ACTUAL 1/1/2019 9/30/2019	PROJECTION TO DATE 1/1/2020 9/30/2020	FULL YR PROJECT. 1/1/2020 12/31/2020	% TO FULL YEAR PROJECTION
TOTAL PERSONNEL EXPENSES	\$237,384.84	\$2,130,690.60	\$1,907,540.76	\$2,150,212.11	\$2,866,950.00	74%
FOOD EXPENSE						
AGENCIES	\$501,479.24	\$4,586,613.82	\$2,384,923.05	\$5,132,774.92	\$6,843,700.00	67%
MOBILE FOOD PANTRIES	\$110,395.31	\$1,004,327.21	\$1,386,985.35	\$974,894.96	\$1,299,860.00	77%
YOUTH PROGRAMS	\$19,882.59	\$199,567.41	\$198,348.96	\$200,705.20	\$267,607.00	75%
DISASTER RELIEF	\$155,305.35	\$1,819,139.06	\$0.00	\$1,631,762.18	\$2,175,683.00	84%
TOTAL FOOD EXPENSE	\$787,062.49	\$7,609,647.50	\$3,970,257.36	\$7,940,137.26	\$10,586,850.00	72%
OTHER FOOD EXPENSES						
OTHER FOOD/PROGRAM	\$22,584.35	\$478,476.58	\$66,072.68	\$495,720.64	\$660,961.00	72%
PRODUCT ACQUISITION FREIGHT	\$0.00	\$26,198.35	\$49,266.63	\$30,234.71	\$40,313.00	65%
TOTAL OTHER FOOD EXPENSES	\$22,584.35	\$504,674.93	\$115,339.31	\$525,955.35	\$701,274.00	72%
DONATED PRODUCT						
DONATED PRODUCT	\$404,948.46	\$3,876,597.90	\$3,802,726.44	\$4,029,626.98	\$5,372,836.00	72%
TOTAL DONATED PRODUCT	\$404,948.46	\$3,876,597.90	\$3,802,726.44	\$4,029,626.98	\$5,372,836.00	72%
WAREHOUSE / DISTRIBUTION						
VEHICLE	\$9,853.32	\$159,041.47	\$79,242.61	\$287,332.36	\$383,110.00	42%
WAREHOUSE	\$2,434.31	\$45,112.08	\$25,203.23	\$71,315.18	\$95,087.00	47%
PRODUCTION ROOM	\$503.72	\$27,612.77	\$12,935.23	\$24,862.44	\$33,150.00	83%
TOTAL WHRS / DISTRIB	\$12,791.35	\$231,766.32	\$117,381.07	\$383,509.98	\$511,347.00	45%
GENERAL OPERATIONS						
BUILDING	\$22,707.70	\$145,196.30	\$119,061.17	\$143,268.60	\$191,025.00	76%
GENERAL OFFICE	\$12,288.67	\$95,361.25	\$51,705.20	\$113,658.15	\$151,545.00	63%
TECHNOLOGY/SERVICES	\$7,002.95	\$52,072.71	\$54,009.30	\$66,321.55	\$88,429.00	59%
STAFF EXPENSES	\$1,479.43	\$28,353.72	\$49,075.44	\$27,424.25	\$36,566.00	78%
CONTRACT SERVICES	\$34,314.58	\$272,754.83	\$247,835.39	\$302,983.39	\$403,978.00	68%
TOTAL GENERAL OPERATIONS	\$77,793.33	\$593,738.81	\$521,686.50	\$653,655.94	\$871,543.00	68%
DEVELOPMENT/PR						
SPECIAL EVENTS	\$5,728.34	\$10,461.99	\$27,404.92	\$22,762.40	\$30,350.00	34%
DIRECT MAIL	\$15.00	\$152,799.93	\$144,343.99	\$218,990.19	\$291,987.00	52%
GEN. DEVELOPMENT / PR EXPENSE	\$3,793.57	\$69,709.01	\$38,823.55	\$83,996.88	\$111,996.00	62%
TOTAL DEVELOPMENT/PR	\$9,536.91	\$232,970.93	\$210,572.46	\$325,749.47	\$434,333.00	54%
ADVOCACY & EDUCATION						
ADVOCACY GROUP/SPEAKERS	\$0.00	\$263.13	\$7,226.08	\$1,499.99	\$2,000.00	13%
TOTAL ADVOCACY & EDUCATION	\$0.00	\$263.13	\$7,226.08	\$1,499.99	\$2,000.00	13%
HPNAP OPERATION SUPPORT/SANI SUPP						
OPERATION SUPPORT	\$0.00	\$173,584.33	\$7,983.90	\$128,263.50	\$171,018.00	102%

Food Bank of the Southern Tier
Income Statement
Total Operations Including Current Month Actuals

	CURRENT MONTH 9/1/2020 9/30/2020	CURRENT YTD ACTUAL 1/1/2020 9/30/2020	LAST YTD ACTUAL 1/1/2019 9/30/2019	PROJECTION TO DATE 1/1/2020 9/30/2020	FULL YR PROJECT. 1/1/2020 12/31/2020	% TO FULL YEAR PROJECTION
FBST OPERATION SUPPORT	\$0.00	\$0.00	\$542.53	\$14,659.48	\$19,546.00	0%
SANITATION SUPPLIES	\$0.00	\$0.00	\$1,466.40	\$1,649.98	\$2,200.00	0%
TOTAL HPNAP OPERATION SUP.	\$0.00	\$173,584.33	\$9,992.83	\$144,572.96	\$192,764.00	90%
TOTAL EXPENSES	\$1,552,101.73	\$15,353,934.45	\$10,662,722.81	\$16,154,920.04	\$21,539,897.00	71%
NET BEFORE CAP CAMP ALLOC	(\$50,049.53)	\$3,402,036.97	(\$298,787.55)	\$1,986,257.56	\$2,648,341.00	128%
CAPITAL CAMPAIGN ALLOCATIONS						
BACKPACK PROGRAM	\$0.00	\$0.00	\$25,816.50	\$0.00	\$0.00	0%
PERSONNEL	\$4,035.91	\$36,323.19	\$56,865.05	\$36,323.24	\$48,431.00	75%
CAPITAL CAMPAIGN ALLOCATIONS	\$4,035.91	\$36,323.19	\$82,681.55	\$36,323.24	\$48,431.00	75%
CAPITAL EXPENSES						
CAPITAL IMPROVEMENTS	\$0.00	\$8,473.50	\$68,832.87	\$12,749.99	\$17,000.00	50%
Total CAPITAL EXP.	\$0.00	\$8,473.50	\$68,832.87	\$12,749.99	\$17,000.00	50%
NET BEFORE NON-OPERATING	(\$46,013.62)	\$3,429,886.66	(\$284,938.87)	\$2,009,830.81	\$2,679,772.00	128%
NON-OPERATING ADJUST.						
DEPRECIATION/AMORTIZATION	(\$30,986.93)	(\$278,882.61)	(\$231,469.31)	\$0.00	\$0.00	0%
EQUIPMENT/FURNITURE PURCHASES	\$0.00	(\$58,398.18)	\$0.00	\$0.00	\$0.00	0%
CAPITAL IMPROVEMENTS	\$0.00	(\$8,473.50)	(\$62,700.00)	\$0.00	\$0.00	0%
INVESTMENT GAIN/LOSS	(\$40,364.51)	(\$25,226.74)	\$191,149.08	\$0.00	\$0.00	0%
RELEASE FROM TEMP RESTRICT	(\$4,035.91)	(\$36,323.19)	(\$82,681.55)	\$0.00	\$0.00	0%
TOTAL NON-OPER ADJUST	(\$75,387.35)	(\$273,560.86)	(\$60,301.78)	\$0.00	\$0.00	0%
NET SURPLUS/(DEFICIT)	(\$121,400.97)	\$3,156,325.80	(\$345,240.65)	\$2,009,830.81	\$2,679,772.00	118%

Food Bank of the Southern Tier
Income Statement
FOOD BANK OPERATIONS - 31

	CURRENT MONTH 9/1/2020 9/30/2020	CURRENT YTD ACTUAL 1/1/2020 9/30/2020	LAST YTD ACTUAL 1/1/2019 9/30/2019	PROJECTION TO DATE 1/1/2020 9/30/2020	FULL YR PROJECT. 1/1/2020 12/31/2020	% TO FULL YEAR PROJECTION
REVENUE						
FOOD DISTRIBUTION						
AGENCIES	\$827,688.99	\$4,834,040.76	\$2,609,587.29	\$5,374,545.60	\$7,166,061.00	67%
MOBILE FOOD PANTRIES	\$126,176.70	\$1,042,255.56	\$1,524,101.45	\$1,010,959.42	\$1,347,946.00	77%
YOUTH PROGRAMS	\$22,619.27	\$162,330.54	\$58,983.54	\$139,923.67	\$186,565.00	87%
TOTAL FOOD DISTRIBUTION	\$976,484.96	\$6,038,626.86	\$4,192,672.28	\$6,525,428.69	\$8,700,572.00	69%
DONATED PRODUCT						
DONATED PRODUCT	\$404,948.46	\$3,876,597.90	\$3,802,726.44	\$4,029,626.98	\$5,372,836.00	72%
TOTAL DONATED PRODUCT	\$404,948.46	\$3,876,597.90	\$3,802,726.44	\$4,029,626.98	\$5,372,836.00	72%
CONTRACTS / PROGRAMS						
HPNAP GENERAL OPERATING	\$31,072.02	\$520,081.40	\$270,092.25	\$449,213.17	\$598,951.00	87%
OTHER CONTRACTS / PROGRAMS	\$12,156.60	\$403,061.71	\$360,873.16	\$412,403.23	\$549,871.00	73%
TOTAL CONTRACTS / PROGRAMS	\$43,228.62	\$923,143.11	\$630,965.41	\$861,616.40	\$1,148,822.00	80%
FUNDRAISING / DONATIONS						
CAUSE MARKETING	\$24,589.90	\$515,387.44	\$391,390.26	\$338,843.98	\$451,792.00	114%
SPECIAL EVENTS	\$200.00	\$60,448.21	\$174,876.13	\$74,999.98	\$100,000.00	60%
DIRECT MAIL	\$87,974.16	\$992,950.72	\$404,706.23	\$1,133,156.98	\$1,510,876.00	66%
ONLINE GIVING	\$32,238.55	\$379,963.73	\$94,737.02	\$294,539.96	\$392,720.00	97%
PERSONAL SOLICITATION	\$3,270.00	\$103,059.00	\$16,850.00	\$86,249.98	\$115,000.00	90%
GENERAL DEVELOPMENT GRANTS	\$20,000.00	\$469,669.02	\$141,624.05	\$406,625.23	\$542,167.00	87%
WHITE MAIL	\$35,878.47	\$768,466.20	\$287,590.47	\$671,156.24	\$894,875.00	86%
ALL OTHER PRIVATE SUPPORT	\$13,825.57	\$185,997.46	\$166,411.43	\$147,004.48	\$196,006.00	95%
TOTAL FR/DONATIONS	\$217,976.65	\$3,475,941.78	\$1,678,185.59	\$3,152,576.83	\$4,203,436.00	83%
OTHER INCOME						
OTHER INCOME	\$5,557.34	\$219,963.36	\$59,385.54	\$166,411.37	\$221,882.00	99%
TOTAL OTHER INCOME	\$5,557.34	\$219,963.36	\$59,385.54	\$166,411.37	\$221,882.00	99%
TOTAL REVENUE	\$1,648,196.03	\$14,534,273.01	\$10,363,935.26	\$14,735,660.27	\$19,647,548.00	74%
EXPENSES						
PERSONNEL EXPENSES						
SALARIES	\$180,310.98	\$1,561,506.25	\$1,481,829.01	\$1,611,249.60	\$2,148,333.00	73%
FRINGE BENEFITS	\$42,385.87	\$396,842.95	\$389,485.01	\$402,650.06	\$536,867.00	74%
CONTRACT EMPLOYMENT	\$829.92	\$54,307.25	\$31,416.37	\$5,625.00	\$7,500.00	724%
PAYROLL PROCESSING	\$641.43	\$4,583.79	\$3,346.37	\$3,074.99	\$4,100.00	112%
RECRUITMENT-ADVERTISING	\$0.00	\$0.00	\$31.00	\$299.98	\$400.00	0%
PERSONNEL EXPENSES	\$143.00	\$883.00	\$1,433.00	\$1,312.48	\$1,750.00	50%
TOTAL PERSONNEL EXPENSES	\$224,311.20	\$2,018,123.24	\$1,907,540.76	\$2,024,212.11	\$2,698,950.00	75%

Food Bank of the Southern Tier
Income Statement
FOOD BANK OPERATIONS - 31

	CURRENT MONTH 9/1/2020 9/30/2020	CURRENT YTD ACTUAL 1/1/2020 9/30/2020	LAST YTD ACTUAL 1/1/2019 9/30/2019	PROJECTION TO DATE 1/1/2020 9/30/2020	FULL YR PROJECT. 1/1/2020 12/31/2020	% TO FULL YEAR PROJECTION
FOOD EXPENSE						
AGENCIES	\$772,711.28	\$4,586,800.81	\$2,384,923.05	\$5,132,774.92	\$6,843,700.00	67%
MOBILE FOOD PANTRIES	\$118,904.00	\$1,004,327.21	\$1,386,985.35	\$974,894.96	\$1,299,860.00	77%
YOUTH PROGRAMS	\$30,276.54	\$199,567.41	\$198,348.96	\$200,705.20	\$267,607.00	75%
TOTAL FOOD EXPENSE	\$921,891.82	\$5,790,695.43	\$3,970,257.36	\$6,308,375.08	\$8,411,167.00	69%
OTHER FOOD EXPENSES						
OTHER FOOD/PROGRAM	\$4,040.45	\$36,634.53	\$66,072.68	\$109,415.16	\$145,887.00	25%
PRODUCT ACQUISITION FREIGHT	\$0.00	\$24,083.68	\$49,266.63	\$28,648.46	\$38,198.00	63%
TOTAL OTHER FOOD EXPENSES	\$4,040.45	\$60,718.21	\$115,339.31	\$138,063.62	\$184,085.00	33%
DONATED PRODUCT						
DONATED PRODUCT	\$404,948.46	\$3,876,597.90	\$3,802,726.44	\$4,029,626.98	\$5,372,836.00	72%
TOTAL DONATED PRODUCT	\$404,948.46	\$3,876,597.90	\$3,802,726.44	\$4,029,626.98	\$5,372,836.00	72%
WAREHOUSE / DISTRIBUTION						
VEHICLE	\$7,429.92	\$81,371.07	\$79,242.61	\$81,934.42	\$109,246.00	74%
WAREHOUSE	\$2,434.31	\$32,773.30	\$25,203.23	\$28,874.95	\$38,500.00	85%
PRODUCTION ROOM	\$386.69	\$6,995.73	\$12,935.23	\$8,999.97	\$12,000.00	58%
TOTAL WHRS / DISTRIB	\$10,250.92	\$121,140.10	\$117,381.07	\$119,809.34	\$159,746.00	76%
GENERAL OPERATIONS						
BUILDING	\$13,897.70	\$127,737.39	\$119,061.17	\$127,822.38	\$170,430.00	75%
GENERAL OFFICE	\$10,371.63	\$79,688.73	\$51,705.20	\$81,585.22	\$108,781.00	73%
TECHNOLOGY/SERVICES	\$6,957.15	\$51,201.51	\$54,009.30	\$65,504.07	\$87,339.00	59%
STAFF EXPENSES	\$664.57	\$15,604.64	\$49,075.44	\$16,699.26	\$22,266.00	70%
CONTRACT SERVICES	\$34,314.58	\$254,267.33	\$247,835.39	\$249,565.41	\$332,754.00	76%
TOTAL GENERAL OPERATIONS	\$66,205.63	\$528,499.60	\$521,686.50	\$541,176.34	\$721,570.00	73%
DEVELOPMENT/PR						
SPECIAL EVENTS	\$5,308.34	\$5,926.99	\$27,404.92	\$17,512.42	\$23,350.00	25%
DIRECT MAIL	\$15.00	\$148,620.92	\$144,343.99	\$208,593.70	\$278,125.00	53%
GEN. DEVELOPMENT / PR EXPENSE	\$3,793.57	\$29,794.38	\$38,823.55	\$53,921.89	\$71,896.00	41%
TOTAL DEVELOPMENT/PR	\$9,116.91	\$184,342.29	\$210,572.46	\$280,028.01	\$373,371.00	49%
ADVOCACY & EDUCATION						
ADVOCACY GROUP/SPEAKERS	\$0.00	\$263.13	\$7,226.08	\$1,499.99	\$2,000.00	13%
TOTAL ADVOCACY & EDUCATION	\$0.00	\$263.13	\$7,226.08	\$1,499.99	\$2,000.00	13%
HPNAP OPERATION SUPPORT/SANI SUPP						
OPERATION SUPPORT	\$0.00	\$173,584.33	\$7,983.90	\$128,263.50	\$171,018.00	102%
FBST OPERATION SUPPORT	\$0.00	\$0.00	\$542.53	\$0.00	\$0.00	0%
SANITATION SUPPLIES	\$0.00	\$0.00	\$1,466.40	\$1,649.98	\$2,200.00	0%

Food Bank of the Southern Tier
Income Statement
FOOD BANK OPERATIONS - 31

	CURRENT MONTH 9/1/2020 9/30/2020	CURRENT YTD ACTUAL 1/1/2020 9/30/2020	LAST YTD ACTUAL 1/1/2019 9/30/2019	PROJECTION TO DATE 1/1/2020 9/30/2020	FULL YR PROJECT. 1/1/2020 12/31/2020	% TO FULL YEAR PROJECTION
TOTAL HPNAP OPERATION SUP.	\$0.00	\$173,584.33	\$9,992.83	\$129,913.48	\$173,218.00	100%
TOTAL EXPENSES	\$1,640,765.39	\$12,753,964.23	\$10,662,722.81	\$13,572,704.95	\$18,096,943.00	70%
NET BEFORE CAP CAMP ALLOC	\$7,430.64	\$1,780,308.78	(\$298,787.55)	\$1,162,955.32	\$1,550,605.00	115%
CAPITAL CAMPAIGN ALLOCATIONS						
BACKPACK PROGRAM	\$0.00	\$0.00	\$25,816.50	\$0.00	\$0.00	0%
PERSONNEL	\$4,035.91	\$36,323.19	\$56,865.05	\$36,323.24	\$48,431.00	75%
CAPITAL CAMPAIGN ALLOCATIONS	\$4,035.91	\$36,323.19	\$82,681.55	\$36,323.24	\$48,431.00	75%
CAPITAL EXPENSES						
CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$68,832.87	\$0.00	\$0.00	0%
Total CAPITAL EXP.	\$0.00	\$0.00	\$68,832.87	\$0.00	\$0.00	0%
NET BEFORE NON-OPERATING	\$11,466.55	\$1,816,631.97	(\$284,938.87)	\$1,199,278.56	\$1,599,036.00	114%
NON-OPERATING ADJUST.						
DEPRECIATION/AMORTIZATION	(\$30,986.93)	(\$278,882.61)	(\$231,469.31)	\$0.00	\$0.00	0%
EQUIPMENT/FURNITURE PURCHASES	\$0.00	(\$24,817.35)	\$0.00	\$0.00	\$0.00	0%
CAPITAL IMPROVEMENTS	\$0.00	\$0.00	(\$62,700.00)	\$0.00	\$0.00	0%
INVESTMENT GAIN/LOSS	(\$40,364.51)	(\$25,226.74)	\$191,149.08	\$0.00	\$0.00	0%
RELEASE FROM TEMP RESTRICT	(\$4,035.91)	(\$36,323.19)	(\$82,681.55)	\$0.00	\$0.00	0%
TOTAL NON-OPER ADJUST	(\$75,387.35)	(\$315,615.19)	(\$60,301.78)	\$0.00	\$0.00	0%
NET SURPLUS/(DEFICIT)	(\$63,920.80)	\$1,501,016.78	(\$345,240.65)	\$1,199,278.56	\$1,599,036.00	94%

Food Bank of the Southern Tier
Income Statement
DISASTER RELIEF-19

	CURRENT MONTH 9/1/2020 9/30/2020	CURRENT YTD ACTUAL 1/1/2020 9/30/2020	LAST YTD ACTUAL 1/1/2019 9/30/2019	PROJECTION TO DATE 1/1/2020 9/30/2020	FULL YR PROJECT. 1/1/2021 12/31/2021	% TO FULL YEAR PROJECTION
REVENUE						
FOOD DISTRIBUTION						
AGENCIES	(\$296,254.02)	\$0.00	\$0.00	\$0.00	\$0.00	0%
MOBILE FOOD PANTRIES	(\$9,575.13)	\$0.00	\$0.00	\$0.00	\$0.00	0%
YOUTH PROGRAMS	(\$11,244.69)	\$0.00	\$0.00	\$0.00	\$0.00	0%
DISASTER RELIEF	\$160,257.01	\$1,900,941.02	\$0.00	\$1,694,174.17	\$0.00	0%
TOTAL FOOD DISTRIBUTION	(\$156,816.83)	\$1,900,941.02	\$0.00	\$1,694,174.17	\$0.00	0%
CONTRACTS / PROGRAMS						
OTHER CONTRACTS / PROGRAMS	\$0.00	\$369,388.91	\$0.00	\$277,041.74	\$0.00	0%
TOTAL CONTRACTS / PROGRAMS	\$0.00	\$369,388.91	\$0.00	\$277,041.74	\$0.00	0%
FUNDRAISING / DONATIONS						
CAUSE MARKETING	\$0.00	\$0.00	\$0.00	\$5,987.98	\$0.00	0%
DIRECT MAIL	\$0.00	\$8,014.00	\$0.00	\$0.00	\$0.00	0%
ONLINE GIVING	\$10,673.00	\$403,143.48	\$0.00	\$282,530.25	\$0.00	0%
PERSONAL SOLICITATION	\$0.00	\$35,800.00	\$0.00	\$26,849.98	\$0.00	0%
GENERAL DEVELOPMENT GRANTS	\$0.00	\$1,048,964.00	\$0.00	\$786,722.96	\$0.00	0%
WHITE MAIL	\$0.00	\$435,044.00	\$0.00	\$316,908.00	\$0.00	0%
ALL OTHER PRIVATE SUPPORT	\$0.00	\$20,403.00	\$0.00	\$15,302.25	\$0.00	0%
TOTAL FR/DONATIONS	\$10,673.00	\$1,951,368.48	\$0.00	\$1,434,301.42	\$0.00	0%
TOTAL REVENUE	(\$146,143.83)	\$4,221,698.41	\$0.00	\$3,405,517.33	\$0.00	0%
EXPENSES						
PERSONNEL EXPENSES						
SALARIES	\$6,444.82	\$76,500.65	\$0.00	\$90,720.00	\$35,235.00	217%
FRINGE BENEFITS	\$476.02	\$5,836.83	\$0.00	\$7,560.00	\$10,692.00	55%
CONTRACT EMPLOYMENT	\$6,152.80	\$30,229.88	\$0.00	\$27,720.00	\$0.00	0%
TOTAL PERSONNEL EXPENSES	\$13,073.64	\$112,567.36	\$0.00	\$126,000.00	\$45,927.00	245%
FOOD EXPENSE						
AGENCIES	(\$271,232.04)	(\$186.99)	\$0.00	\$0.00	\$0.00	0%
MOBILE FOOD PANTRIES	(\$8,508.69)	\$0.00	\$0.00	\$0.00	\$0.00	0%
YOUTH PROGRAMS	(\$10,393.95)	\$0.00	\$0.00	\$0.00	\$0.00	0%
DISASTER RELIEF	\$155,305.35	\$1,819,139.06	\$0.00	\$1,631,762.18	\$0.00	0%
TOTAL FOOD EXPENSE	(\$134,829.33)	\$1,818,952.07	\$0.00	\$1,631,762.18	\$0.00	0%
OTHER FOOD EXPENSES						
OTHER FOOD/PROGRAM	\$18,543.90	\$441,842.05	\$0.00	\$386,305.48	\$288,368.00	153%
PRODUCT ACQUISITION FREIGHT	\$0.00	\$2,114.67	\$0.00	\$1,586.25	\$0.00	0%
TOTAL OTHER FOOD EXPENSES	\$18,543.90	\$443,956.72	\$0.00	\$387,891.73	\$288,368.00	154%

Food Bank of the Southern Tier
Income Statement
DISASTER RELIEF-19

	CURRENT MONTH 9/1/2020 9/30/2020	CURRENT YTD ACTUAL 1/1/2020 9/30/2020	LAST YTD ACTUAL 1/1/2019 9/30/2019	PROJECTION TO DATE 1/1/2020 9/30/2020	FULL YR PROJECT. 1/1/2021 12/31/2021	% TO FULL YEAR PROJECTION
WAREHOUSE / DISTRIBUTION						
VEHICLE	\$2,423.40	\$77,670.40	\$0.00	\$205,397.94	\$0.00	0%
WAREHOUSE	\$0.00	\$12,338.78	\$0.00	\$42,440.23	\$0.00	0%
PRODUCTION ROOM	\$117.03	\$20,617.04	\$0.00	\$15,862.47	\$9,500.00	217%
TOTAL WHRS / DISTRIB	\$2,540.43	\$110,626.22	\$0.00	\$263,700.64	\$9,500.00	1,164%
GENERAL OPERATIONS						
BUILDING	\$8,810.00	\$17,458.91	\$0.00	\$15,446.22	\$10,000.00	175%
GENERAL OFFICE	\$1,917.04	\$15,672.52	\$0.00	\$32,072.93	\$0.00	0%
TECHNOLOGY/SERVICES	\$45.80	\$871.20	\$0.00	\$817.48	\$20,480.00	4%
STAFF EXPENSES	\$814.86	\$12,749.08	\$0.00	\$10,724.99	\$0.00	0%
CONTRACT SERVICES	\$0.00	\$18,487.50	\$0.00	\$53,417.98	\$0.00	0%
TOTAL GENERAL OPERATIONS	\$11,587.70	\$65,239.21	\$0.00	\$112,479.60	\$30,480.00	214%
DEVELOPMENT/PR						
SPECIAL EVENTS	\$420.00	\$4,535.00	\$0.00	\$5,249.98	\$0.00	0%
DIRECT MAIL	\$0.00	\$4,179.01	\$0.00	\$10,396.49	\$0.00	0%
GEN. DEVELOPMENT / PR EXPENSE	\$0.00	\$39,914.63	\$0.00	\$30,074.99	\$0.00	0%
TOTAL DEVELOPMENT/PR	\$420.00	\$48,628.64	\$0.00	\$45,721.46	\$0.00	0%
HPNAP OPERATION SUPPORT/SANI SUPP						
FBST OPERATION SUPPORT	\$0.00	\$0.00	\$0.00	\$14,659.48	\$0.00	0%
TOTAL HPNAP OPERATION SUP.	\$0.00	\$0.00	\$0.00	\$14,659.48	\$0.00	0%
TOTAL EXPENSES	(\$88,663.66)	\$2,599,970.22	\$0.00	\$2,582,215.09	\$374,275.00	695%
NET BEFORE CAP CAMP ALLOC	(\$57,480.17)	\$1,621,728.19	\$0.00	\$823,302.24	(\$374,275.00)	(433)%
CAPITAL EXPENSES						
CAPITAL IMPROVEMENTS	\$0.00	\$8,473.50	\$0.00	\$12,749.99	\$0.00	0%
Total CAPITAL EXP.	\$0.00	\$8,473.50	\$0.00	\$12,749.99	\$0.00	0%
NET BEFORE NON-OPERATING	(\$57,480.17)	\$1,613,254.69	\$0.00	\$810,552.25	(\$374,275.00)	(431)%
NON-OPERATING ADJUST.						
EQUIPMENT/FURNITURE PURCHASES	\$0.00	(\$33,580.83)	\$0.00	\$0.00	\$0.00	0%
CAPITAL IMPROVEMENTS	\$0.00	(\$8,473.50)	\$0.00	\$0.00	\$0.00	0%
TOTAL NON-OPER ADJUST	\$0.00	\$42,054.33	\$0.00	\$0.00	\$0.00	0%
NET SURPLUS/(DEFICIT)	(\$57,480.17)	\$1,655,309.02	\$0.00	\$810,552.25	(\$374,275.00)	(442)%

Food Bank of the Southern Tier
Income Statement
DISASTER RELIEF-19

The Food Bank of the Southern Tier
FINANCIAL REPORT – [September 2020]

% to Budget Guideline (Month 9 of 12): 75%

YTD Actual to Budget:	77%	Total Income	LAST YTD:	66%	Total Income
	70%	Total Expenses		68%	Total Expenses

OVERALL

Please note, your package includes 3 Income Statements: Regular Operating, Disaster Relief and Combined. The Combined Statement is the first one. The narrative below is based on the Combined Statement.

- Current Combined surplus is over \$3.4mil.
- Disaster Relief expenditures will remain strong thru the end of the year.
- Regular Fundraising continues to be quite strong.
- Most General Operating costs in the Regular Operating budget are in line.
- Agency Shared Maintenance and General Wholesale will be lowered with Q3 adjustments.
- Expect Q3 adjustments lower in Youth Programs Wholesale spending.
- Interest Income is nearly non-existent, despite record cash levels.

INCOME STATEMENT:

(Percentages Relate to Budget Projection)

Revenue Items:

Agency Food: 65%	Below target. Will be taking SM and General WH down with Q3 adj's as USDA and COVID grants have provided ample alternatives.
MFP Food: 76%	On target. As we transition out of CFD's, wholesale is expected to pick up here with Nourish NY and Food Boxes to Seniors.
Youth Programs Food: 87%	Above target. Wholesale purchases by the Summer Programs are winding down.
Disaster Relief: 79%	Above target. Hub activity has concluded and only operating a couple CFD's now.
Donated Product: 72%	Near target. Still limiting the pursuit of donated product due to space constraints.
HPNAP General Operating: 86%	Above target. Operations Support hit in August.
Other Contracts/Programs: 86%	Above target. TEFAP Admin remains strong.
Fund-Raising/Donations: 88.73%	Above seasonal average of 56.24%. Regular Operating Fundraising is at 83% of budget while Disaster Relief is at 102% of budget. <i>*Please note that seasonal comparisons for the individual lines can be accomplished by looking at 2019 Y-T-D totals (we only have one year of history with the "new" fundraising categories).</i>
Other Income: 93%	Above target. Interest Income is at a trickle despite record cash balances.

EXPENSE ITEMS:

Personnel: 74%	On target. Operating is on target at 75%. Disaster Relief is at 67%.
Agency Food: 65%	Below target. General Wholesale will be adjusted lower.
MFP Food: 76%	On target. As we transition out of CFD's, wholesale is expected to pick up here with Nourish NY and Food Boxes to Seniors.
Youth Programs Food: 58%	Below target. Wholesale Food spending for internal programs will be adjusted lower.
Disaster Relief: 83%	Above target. Only operating a couple CFD's at this time. We will continue to support "Disaster Relief" efforts by the Agencies and MFP's with internal funding. These expenses will show up in the "Other Food" expense line.
Other Program Food: 66%	Below target. Turkey spending yet to hit. Healthy Harvest spending will be adjusted lower. Inventory Adjustments are high due to some spoiled Produce.
Product Acquisition Freight: 57%	Below target. In unison with donated receipts.
Donated Product: 72%	Near target. Warehouse space still a bit tight.
Warehouse/Distribution: 45%	Below target. Regular Operating is on target at 76% while Disaster Relief is at 31%. A considerable part of the DR budget that has yet to be realized are the purchases of a new Tractor Trailer and a Forklift (FA grant funded).
General Operations: 69%	Below target. Regular Operating is on target at 74% while Disaster Relief is at 43%. Grant sponsored consulting fees (Lisa Horn + EDI assessment) are slow but in process.
Development/PR: 49%	Below target. Regular Operating is below target at 46% while Disaster Relief is at 100%. Highly seasonal Operating cost centers in the Development budget.
Advocacy & Education: 13%	Below target/as expected. Budget reduced with Q2 adj's. Much of the financial related efforts (conferences, etc.) are on hold right now.
HPNAP Operation Support 100%	Above target/as expected. Checks cut to agencies in August.

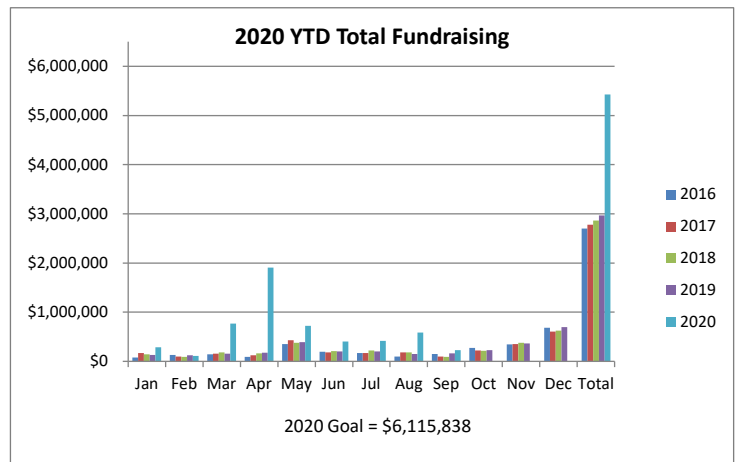
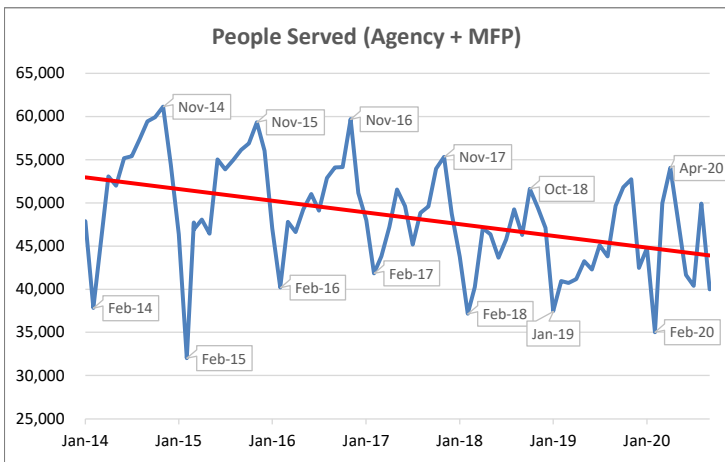
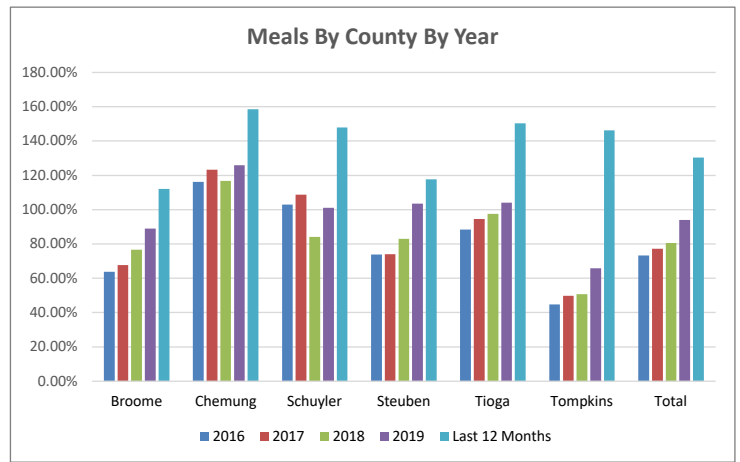
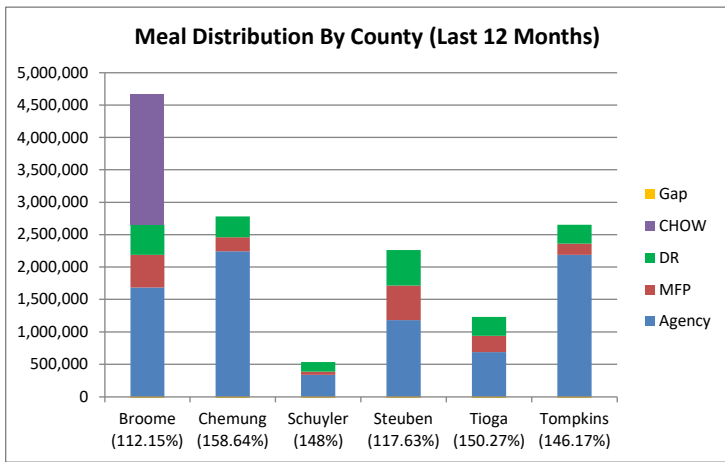
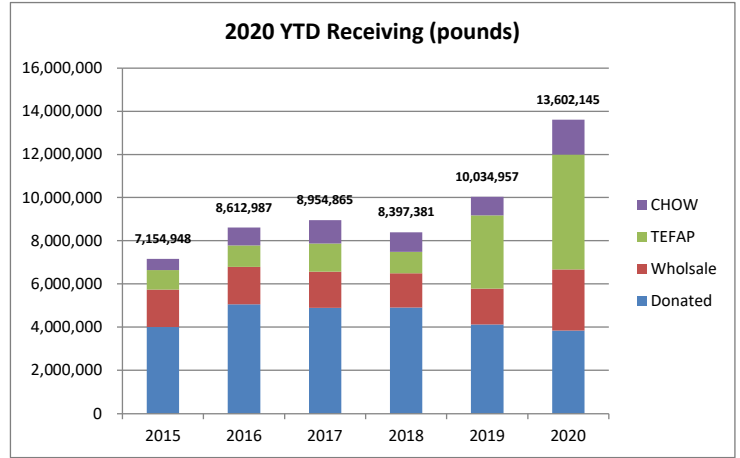
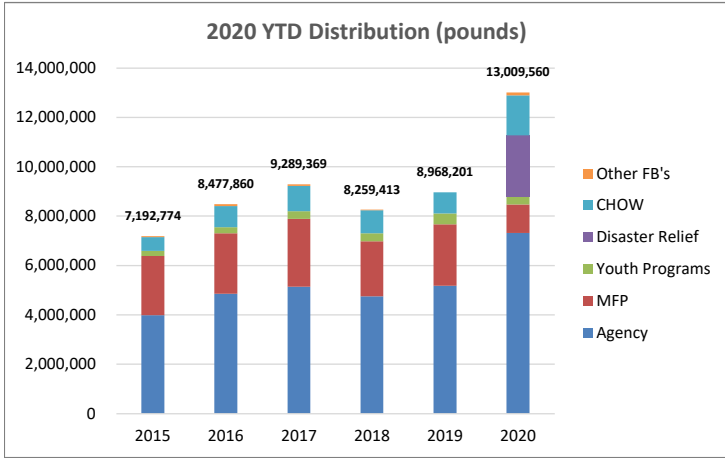
NON-OPERATING ITEMS:

Cap. Camp. Allocations: 75%	On target/as expected. Internally controlled. Truck Campaign allocations expected to end in 2022.
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Program Food Accounting Distinctions:

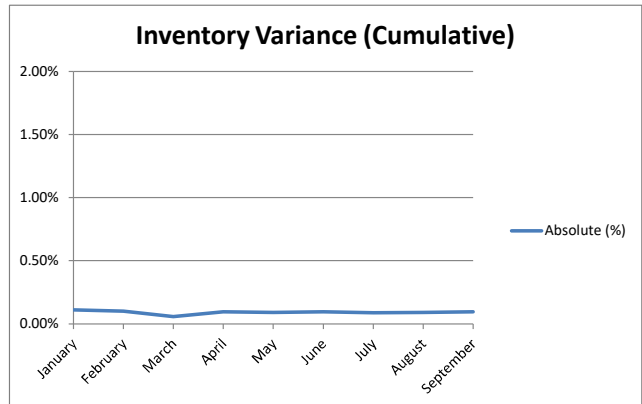
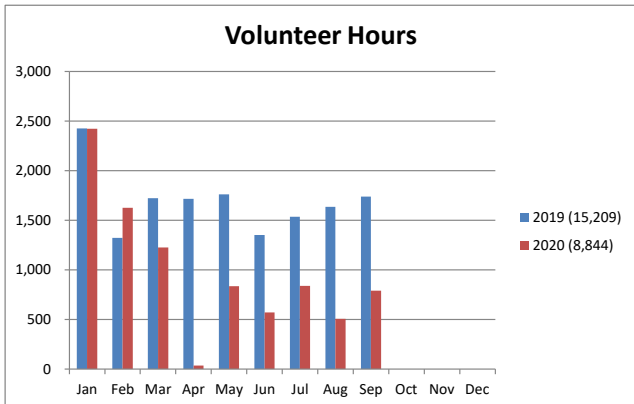
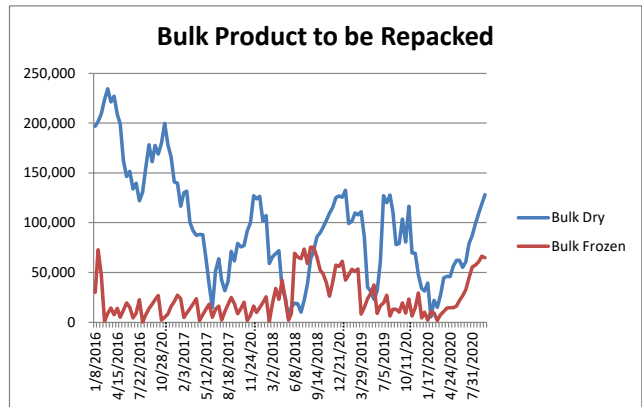
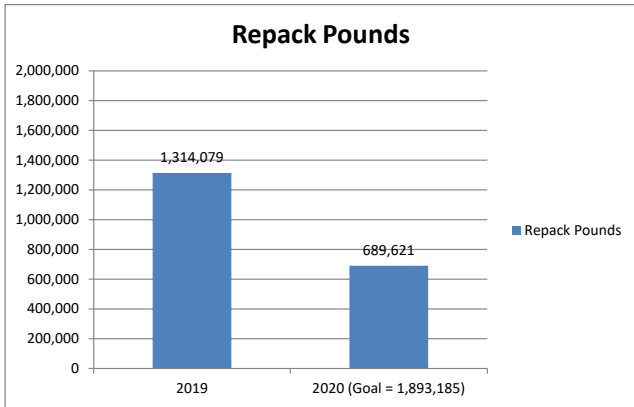
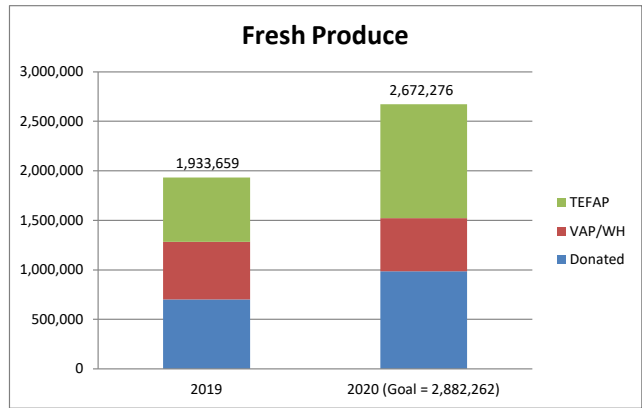
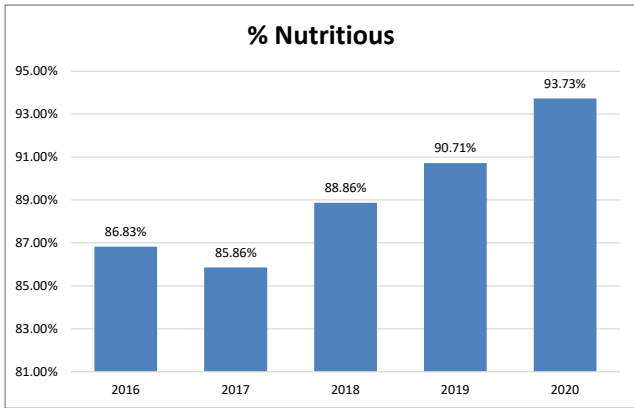
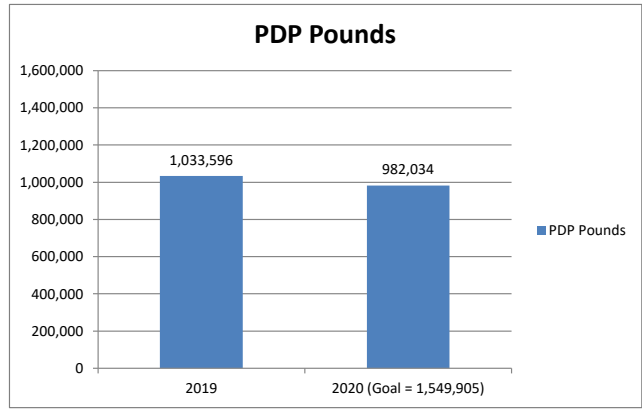
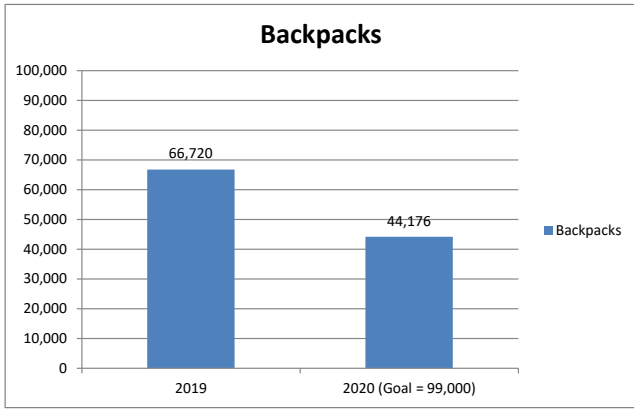
1. There is MFP HPNAP Shared Maintenance income but no expense (acquisition costs are reimbursable).
2. There is BackPack Wholesale expense but no income (the Food Bank pays for this program expense).
3. There is Agency Shared Maintenance income but no expense (it is donated product).
4. Inter-Affiliate Food expenses are recouped in Shared Maintenance revenue.
5. Other Program Food expenses are paid for by matching grants and fundraising.

FBST September 2020 Dashboards*



*Goals are listed below the bars (where appropriate)
 Confidential Information: For Internal Use Only

FBST September 2020 Dashboards*



*Goals are listed below the bars (where appropriate)

Confidential Information: For Internal Use Only

COMMUNIS

ACCOUNT NAME: CC-FOOD BANK ENDOWMENT

COMMUNIS FUND OF THE DIOCESE OF ROCHESTER
SUMMARY FROM 09/01/2020 TO 09/30/2020

	ALESCO	TOTAL
BEGINNING BALANCE	96,216.35	96,216.35
DEPOSIT	0.00	0.00
WITHDRAWAL	0.00	0.00
TRANSFER	0.00	0.00
INCOME	289.21	289.21
FEES	(24.05)	(24.05)
REALIZED GAINS (LOSSES)	0.00	0.00
UNREALIZED GAINS (LOSSES)	(2,409.65)	(2,409.65)
ENDING BALANCE	94,071.86	94,071.86

CATHOLIC CHARITIES

215 E. CHURCH STREET
ELMIRA

NY 14901

REPORT PRODUCED BY:



Questions on your statement?

Contact Mary Ziarniak at 328.3228x1263, 1.800.388.1711x1263 or mary.ziarniak@dor.org

COMMUNIS

ACCOUNT NAME: CC-FOOD BANK - SOUTHERN TIER

COMMUNIS FUND OF THE DIOCESE OF ROCHESTER
SUMMARY FROM 09/01/2020 TO 09/30/2020

	ALESCO	TOTAL
BEGINNING BALANCE	1,714,810.19	1,714,810.19
DEPOSIT	0.00	0.00
WITHDRAWAL	0.00	0.00
TRANSFER	0.00	0.00
INCOME	5,154.52	5,154.52
FEES	(428.70)	(428.70)
REALIZED GAINS (LOSSES)	0.00	0.00
UNREALIZED GAINS (LOSSES)	(42,945.84)	(42,945.84)
ENDING BALANCE	1,676,590.17	1,676,590.17

CATHOLIC CHARITIES

215 E. CHURCH STREET
ELMIRA

NY 14901

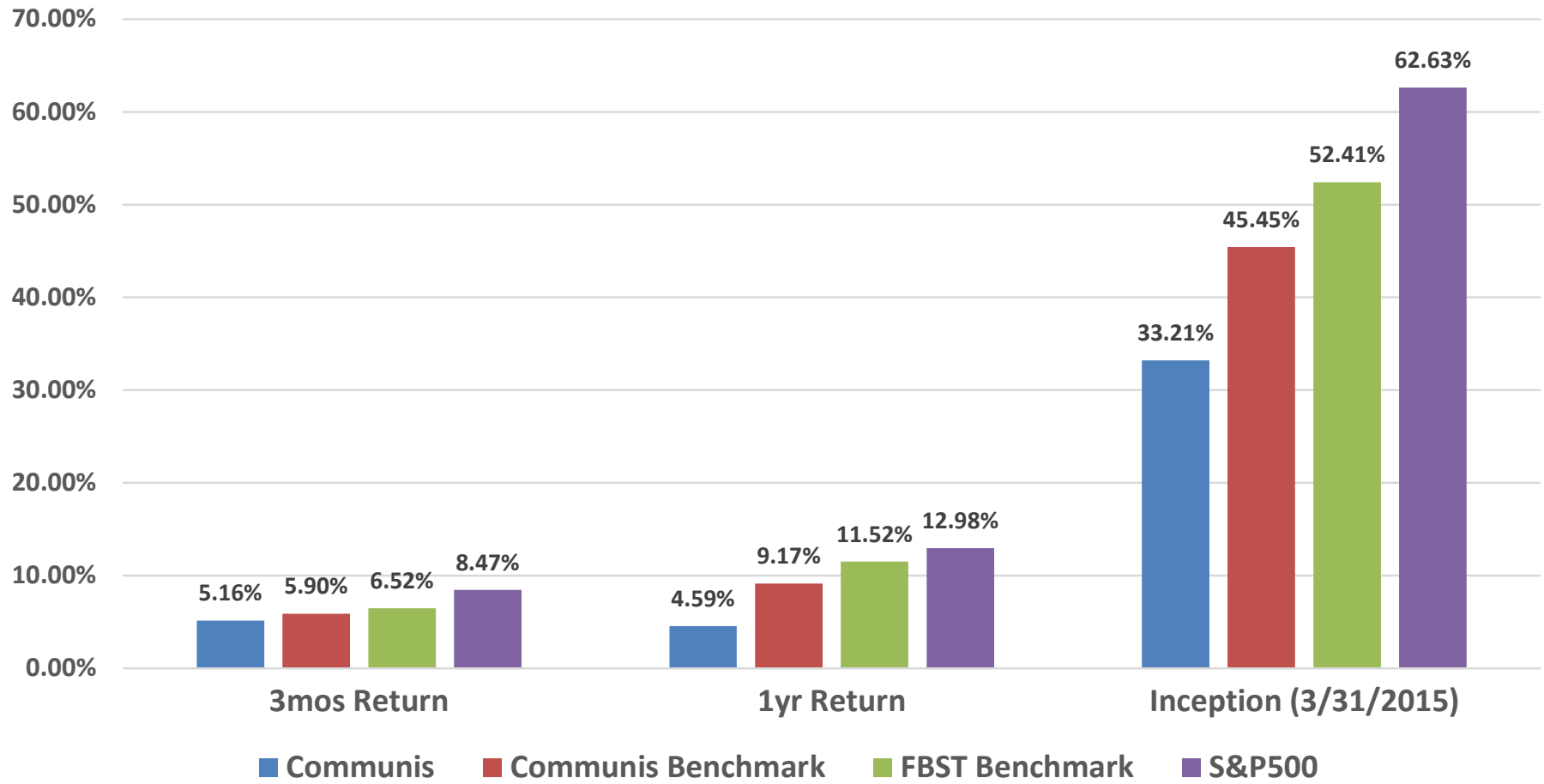
REPORT PRODUCED BY:



Questions on your statement?

Contact Mary Ziarniak at 328.3228x1263, 1.800.388.1711x1263 or mary.ziarniak@dor.org

Communis vs. Benchmarks (09/30/2020)



Food Bank of the Southern Tier

	2020 Q3 Adjusted	2020 Q2 Adjusted	Variance	% Change Q3 vs. Q2
REVENUE				
FOOD DISTRIBUTION				
AGENCIES				
SHARED MAINTENANCE	\$131,227	\$163,532	(\$32,305)	-20%
WHOLESALE FOOD	\$1,654,774	\$1,890,149	(\$235,375)	-12%
TEFAP FOOD	\$5,380,060	\$5,380,060	\$0	0%
TOTAL AGENCY FOOD	\$7,166,061	\$7,433,741	(\$267,680)	-4%
MOBILE FOOD PANTRIES				
SHARED MAINTENANCE	\$50,698	\$60,826	(\$10,128)	-17%
WHOLESALE FOOD	\$194,451	\$216,610	(\$22,159)	-10%
TEFAP FOOD	\$1,102,797	\$1,102,797	\$0	0%
TOTAL MOBILE FOOD PANTRIES	\$1,347,946	\$1,380,233	(\$32,287)	-2%
YOUTH PROGRAMS				
SHARED MAINTENANCE	\$28,092	\$28,092	\$0	0%
WHOLESALE FOOD	\$90,723	\$90,723	\$0	0%
TEFAP FOOD	\$67,750	\$67,750	\$0	0%
TOTAL YOUTH PROGRAMS	\$186,565	\$186,565	\$0	0%
TOTAL FOOD DISTRIBUTION	\$8,700,572	\$9,000,539	(\$299,967)	-3%
DONATED PRODUCT				
DONATED PRODUCT	\$5,372,836	\$5,372,836	\$0	0%
TOTAL DONATED PRODUCT	\$5,372,836	\$5,372,836	\$0	0%
GRANTS / PROGRAMS				
HPNAP GENERAL OPERATING				
OPERATIONS SUPPORT	\$171,018	\$171,018	\$0	0%
OPERATIONS SUPPORT SEED GRANT	\$0	\$0	\$0	#DIV/0!
AGENCY SANITATION SUPPLIES	\$2,200	\$2,200	\$0	0%
TRANSPORTATION GRANT	\$19,750	\$23,875	(\$4,125)	-17%
OPERATING INCOME (HPNAP)	\$283,864	\$283,864	\$0	0%
OPERATING INCOME (HPNAP) COLA	\$0	\$0	\$0	#DIV/0!
OPERATING INCOME (JSY)	\$122,119	\$122,119	\$0	0%
TOTAL HPNAP OPERATING	\$598,951	\$603,076	(\$4,125)	-1%
OTHER GRANTS / PROGRAMS				
CHEMUNG COUNTY	\$30,000	\$30,000	\$0	0%
NOEP	\$63,135	\$63,135	\$0	0%
TEFAP ADMIN	\$445,429	\$419,746	\$25,683	6%
VENISON PROGRAM	\$11,307	\$11,307	\$0	0%
BACKPACK REIMBURSEMENT	\$0	\$0	\$0	#DIV/0!
TOTAL OTHER GRANTS / PGMS	\$549,871	\$524,188	\$25,683	5%
TOTAL GRANTS / PROGRAMS	\$1,148,822	\$1,127,264	\$21,558	2%
FUNDRAISING / DONATIONS				
CAUSE MARKETING	\$451,792	\$451,792	\$0	0%
SPECIAL EVENTS	\$100,000	\$100,000	\$0	0%
DIRECT MAIL	\$1,510,876	\$1,510,876	\$0	0%
ONLINE GIVING	\$392,720	\$392,720	\$0	0%
PERSONAL SOLICITATION	\$115,000	\$115,000	\$0	0%
GENERAL DEVELOPMENT GRANTS	\$542,167	\$542,167	\$0	0%
WHITE MAIL	\$894,875	\$894,875	\$0	0%
ALL OTHER PRIVATE SUPPORT	\$196,006	\$196,006	\$0	0%
TOTAL FUNDRAISING/DONATIONS	\$4,203,436	\$4,203,436	\$0	0%

	2020 Q3 Adjusted	2020 Q2 Adjusted	Variance	% Change Q3 vs. Q2
OTHER INCOME				
OTHER INCOME	\$221,882	\$235,571	(\$13,689)	-6%
TOTAL OTHER INCOME	\$221,882	\$235,571	(\$13,689)	-6%
TOTAL REVENUE	\$19,647,548	\$19,939,646	(\$292,098)	-1%
EXPENSES				
PERSONNEL EXPENSES				
SALARIES	\$2,148,333	\$2,148,333	\$0	0%
FRINGE BENEFITS	\$536,867	\$536,867	\$0	0%
OTHER	\$13,750	\$13,750	\$0	0%
TOTAL PERSONNEL EXPENSES	\$2,698,950	\$2,698,950	\$0	0%
FOOD EXPENSE				
AGENCIES				
WHOLESALE FOOD	\$1,463,640	\$1,667,406	(\$203,766)	-12%
TEFAP FOOD	\$5,380,060	\$5,380,060	\$0	0%
TOTAL AGENCIES	\$6,843,700	\$7,047,466	(\$203,766)	-3%
MOBILE FOOD PANTRIES				
MFP SHARED MAINTENANCE	\$5,000	\$5,000	\$0	0%
WHOLESALE FOOD	\$192,063	\$211,332	(\$19,269)	-9%
TEFAP FOOD	\$1,102,797	\$1,102,797	\$0	0%
TOTAL MOBILE FOOD PANTRIES	\$1,299,860	\$1,319,129	(\$19,269)	-1%
YOUTH PROGRAMS				
SHARED MAINTENANCE	\$27,092	\$27,092	\$0	0%
WHOLESALE FOOD	\$172,765	\$249,765	(\$77,000)	-31%
TEFAP FOOD	\$67,750	\$67,750	\$0	0%
TOTAL YOUTH PROGRAMS	\$267,607	\$344,607	(\$77,000)	-22%
TOTAL FOOD EXPENSE	\$8,411,167	\$8,711,202	(\$300,035)	-3%
OTHER FOOD EXPENSES				
OTHER FOOD/PROGRAM				
OTHER FOOD/PROGRAM	\$145,887	\$175,887	(\$30,000)	-17%
TOTAL OTHER FOOD/PROGRAM	\$145,887	\$175,887	(\$30,000)	-17%
PRODUCT ACQUISITION FREIGHT				
PRODUCT FREIGHT	\$38,198	\$43,875	(\$5,677)	-13%
TOTAL PRODUCT FREIGHT	\$38,198	\$43,875	(\$5,677)	-13%
TOTAL OTHER FOOD EXPENSES	\$184,085	\$219,762	(\$35,677)	-16%
DONATED PRODUCT				
DONATED PRODUCT	\$5,372,836	\$5,372,836	\$0	0%
TOTAL DONATED PRODUCT	\$5,372,836	\$5,372,836	\$0	0%
WAREHOUSE / DISTRIBUTION				
VEHICLE	\$109,246	\$109,246	\$0	0%
WAREHOUSE	\$38,500	\$38,500	\$0	0%
PRODUCTION ROOM	\$12,000	\$12,000	\$0	0%
TOTAL WAREHOUSE / DISTRIBUTION	\$159,746	\$159,746	\$0	0%

	2020 Q3 Adjusted	2020 Q2 Adjusted	Variance	% Change Q3 vs. Q2
GENERAL OPERATIONS				
BUILDING	\$170,430	\$165,486	\$4,944	3%
GENERAL OFFICE	\$108,781	\$106,603	\$2,178	2%
TECHNOLOGY/SERVICES	\$87,339	\$90,789	(\$3,450)	-4%
STAFF EXPENSES	\$22,266	\$20,266	\$2,000	10%
CONTRACT SERVICES	\$332,754	\$329,743	\$3,011	1%
TOTAL GENERAL OPERATIONS	\$721,570	\$712,887	\$8,683	1%
DEVELOPMENT/PR				
SPECIAL EVENTS	\$23,350	\$29,275	(\$5,925)	-20%
DIRECT MAIL	\$278,125	\$296,125	(\$18,000)	-6%
GEN. DEVELOPMENT / PR EXPENSE	\$71,896	\$79,596	(\$7,700)	-10%
TOTAL DEVELOPMENT/PR	\$373,371	\$404,996	(\$31,625)	-8%
ADVOCACY & EDUCATION				
ADVOCACY & EDUCATION	\$2,000	\$2,000	\$0	0%
TOTAL ADVOCACY & EDUCATION	\$2,000	\$2,000	\$0	0%
AGENCY CAPACITY BUILDING				
OPERATION SUPPORT	\$173,218	\$173,218	\$0	0%
TOTAL HPNAP OPERATION SUPPORT	\$173,218	\$173,218	\$0	0%
TOTAL EXPENSES	\$18,096,943	\$18,455,597	(\$358,654)	-2%
NET BEFORE CAP CAMPAIGN ALLOC	\$1,550,605	\$1,484,049	\$66,556	4%
CAPITAL CAMPAIGN ALLOCATIONS				
CAPITAL CAMPAIGN ALLOCATIONS	\$0	\$0	\$0	#DIV/0!
TRUCK CAMPAIGN ALLOCATIONS	\$48,431	\$48,431	\$0	0%
TOTAL CAP CAMPAIGN ALLOC	\$48,431	\$48,431	\$0	0%
NET BEFORE CAPITAL EXPENSES	\$1,599,036	\$1,532,480	\$66,556	4%
CAPITAL EXPENSES				
CAPITAL EQUIPMENT	\$0	\$0	\$0	#DIV/0!
EQUIPMENT/FURNITURE PURCHASES	\$0	\$0	\$0	#DIV/0!
CAPITAL IMPROVEMENTS	\$0	\$0	\$0	#DIV/0!
TOTAL CAPITAL EXPENSES	\$0	\$0	\$0	#DIV/0!
NET BEFORE NON-OPERATING	\$1,599,036	\$1,532,480	\$66,556	4%
NON-OPERATING ADJUSTMENTS				
ADVERTISING - OTHER	\$0	\$0	\$0	#DIV/0!
TOTAL NON-OPERATING ADJUSTMENTS	\$0	\$0	\$0	#DIV/0!
NET SPPLUS/DEFICT	\$1,599,036	\$1,532,480	\$66,556	4%

2020 Budget Changes - Third Quarter

Beginning Surplus/Deficit		\$1,532,480			
A/C #	A/C Name	Current \$\$	Adjusted \$\$	Change	Net Effect
31-4131-811	Agency GENERAL SM	\$48,561	\$36,972	(\$11,589)	
31-4135-821	Agency HPNAP SM	\$114,971	\$94,255	(\$20,716)	
31-4142-811	Agency GENERAL WH Revenue	\$688,759	\$414,151	(\$274,608)	
31-9311-811	Agency GENERAL WH Expense	\$598,921	\$361,039	\$237,882	(\$63,914)
31-4125-821	Agency HPNAP PRODUCE Revenue	\$59,524	\$93,640	\$34,116	
31-9310-821	Agency HPNAP PRODUCE Expense	\$59,524	\$93,640	(\$34,116)	
31-3213-821	Agency HPNAP HF WH + PRODUCE	\$86,462	\$91,579	\$5,117	
31-4135-823	MFP HPNAP SM	\$55,826	\$45,698	(\$10,128)	
31-4125-823	MFP HPNAP PRODUCE Revenue	\$25,196	\$5,927	(\$19,269)	
31-9310-823	MFP HPNAP PRODUCE Expense	\$25,196	\$5,927	\$19,269	(\$13,018)
31-3213-823	MFP HPNAP HF WH + PRODUCE	\$8,960	\$6,070	(\$2,890)	
31-3211-814	TEFAP Administrative	\$419,746	\$445,429	\$25,683	\$25,683
31-5903-410	Interest Income	\$24,200	\$10,000	(\$14,200)	(\$14,200)
31-5911-511	Agency Conference	\$2,500	\$0	(\$2,500)	(\$2,500)
31-9306-507	General BackPack WH	\$149,983	\$84,983	\$65,000	
31-9315-510	KFM General Produce	\$4,000	\$0	\$4,000	\$77,000
31-9306-506	School Pantry Wholesale	\$13,000	\$5,000	\$8,000	
31-9306-833	Healthy Harvest	\$87,500	\$54,500	\$33,000	\$33,000
31-9305-811	Emergency Food Boxes	\$2,000	\$1,000	\$1,000	\$1,000
31-8994-811	Inventory Adjustments	\$4,000	\$8,000	(\$4,000)	(\$4,000)
31-3217-821	Transportation Grant Revenue	\$23,875	\$19,750	(\$4,125)	
31-9321-811	Product Acquisition Freight	\$20,000	\$18,448	\$1,552	\$1,552
31-9322-821	Transportation Grant Expense	\$23,875	\$19,750	\$4,125	
31-8221-410	Business Insurance	\$45,986	\$50,930	(\$4,944)	(\$4,944)
31-7852-511	Program & Educational	\$11,500	\$13,678	(\$2,178)	(\$2,178)
31-7735-513	Licensing Fees	\$54,462	\$51,012	\$3,450	\$3,450
31-8721-508	Staff Development	\$10,340	\$12,340	(\$2,000)	(\$2,000)
31-5902-811	Sale of Garage	\$171,989	\$175,000	\$3,011	(\$0)
31-7721-410	Legal Fees	\$0	\$3,011	(\$3,011)	
31-8029-610	Tour de Keuka	\$8,725	\$2,800	\$5,925	\$5,925
31-8026-611	Digital Services	\$22,125	\$4,125	\$18,000	\$18,000
31-8118-610	Annual Report	\$1,000	\$0	\$1,000	\$1,000
31-8032-614	Turkey Drive	\$7,700	\$1,000	\$6,700	\$6,700
Net Before Non-Operating				\$1,599,036	\$66,556
Ending Projected Surplus/Deficit				\$1,599,036	\$66,556

Adjust to Track. 2020 is seeing less reliance on Donated (SM) and General Wholesale streams due to very strong TEFAP and COVID-related product availability. HPNAP PP adjusted to track.

Adjust to Track. 2020 is seeing less reliance on Donated (SM) due to very strong TEFAP and COVID-related product availability. HPNAP PP adjusted to Track.

Adjust to Track

Net bank deposit rates are near 0%.

Virtual event this year - no sponsor.

Adjust to Track. COVID has curtailed a lot of normal school activity. CFAP product and CFD's have helped backfill the need.

Adjust to Track. We have received a lot of free Produce this year.

FBST Closed - limited walk-ins.

Adjust to Track (mostly spoiled Produce).

Adjust to Track. No room for donated loads (hence no freight-in necessary).

Increase to the 20/21 contract.

Recipe cards funded by PHA Grant.

No Pantry Trak fees in 2020.

Training for Community Impact team.

Fees related to garage sale.

Virtual event this year.

Most services performed in-house.

Expensed in Digital Services.

Virtual event this year.

2020 "Non-Budget" Expenditures- Third Quarter

A/C Name	Adjusted \$\$	Comment
Total	\$0	

3rd Quarter 2020 Budget Projections (Net Change = +\$66,556)

Snapshot: Q3 adjustments added \$66k to an already considerable surplus. Much of the quarterly increase can be attributed COVID induced savings in Youth Programs and Healthy Harvest spending. We also anticipate higher TEFAP admin income to finish the year. On the negative side, we did take down some Shared Maintenance revenue and also Agency General Wholesale spending. Both are affected by the availability of other product streams designed to address the COVID pandemic. Interest Income is down as we currently receive little to no revenue from very large cash holdings (net interest is near zero at this time). Although we did not adjust fundraising, using past seasonal tendencies, we won't be surprised if we surpass the year-end forecast significantly.

Revenue

Food - Agencies: Prior \$7,433,741/New \$7,166,061 Net = -\$267,680

Shared Maintenance: Both General & HPNAP lower - no storage space for donated product (-\$32,305).

Wholesale: General WH down significantly as COVID grant funds + TEFAP provide alternatives. HPNAP Purchased Produce adjusted to track. (-\$235,375).

Food - MFP's: Prior \$1,380,233/New \$1,347,946 Net = -\$32,287

Shared Maintenance: HPNAP lower - no storage space for donated product (-\$10,128).

Wholesale: HPNAP Purchased Produce adjusted to track. (-\$22,159).

Food – Youth Programs: No Change.

Food - Donated Product: No Change

HPNAP General Operating: Prior \$603,076/New \$598,951 Net = -\$4,125

Transportation Grant: Unused with lack of donated loads coming in (-\$4,125).

Other Grants/Programs: Prior \$524,188/New \$549,871 Net = +\$25,683

TEFAP Admin: Current expectations thru Q4 (+\$25,683).

Fundraising: No Change

Other Income: Prior \$235,571/New \$221,882 Net = -\$13,689

Interest Income: Net interest rates currently near zero (-\$14,200).

Agency Conference: Virtual event this year – no sponsor (-\$2,500).

Sale of Garage: Received full price and then paid fees (+\$3,011).

Expenses

Personnel Expenses: No Change

Food - Agencies: Prior \$7,047,466/New \$6,843,700 Net = -\$203,766

Wholesale: General WH down significantly as COVID grant funds + TEFAP provide alternatives. HPNAP Purchased Produce adjusted to track. (-\$203,766).

Food - MFP's: Prior \$1,319,129/New \$1,299,860 Net = -\$19,269

Wholesale: HPNAP Purchased Produce adjusted to track. (-\$19,269).

Food – Youth Programs: Prior \$344,607/New \$267,607 Net = -\$77,000

Wholesale: Backpack, Kids Farmers Market & School Food Pantries all reduced to track (-\$77,000).

Food – Other Expenses: Prior \$219,762/New \$184,085 Net = -\$35,677

Healthy Harvest: Will be underspent with all free TEFAP & CFAP Produce available (-\$33,000).

Emergency Food Boxes: No walk-ins due to FBST being closed (-\$1,000).

Inventory Adjustments: Adjust to track, mostly Produce spoilage (+\$4,000).

Freight-In: Not receiving much donated product (-\$5,677).

Food - Donated Product: No Change

Warehouse/Distribution: No Change

General Operations: Prior \$712,887/New \$721,570 Net = +\$8,683

Building: Increase in 20/21 Business Insurance (+\$4,944).

General Office: Recipe cards (+\$2,178).

Technology/Services: No Pantry Trak license fees in 2020 (-\$3,450).

Staff Expenses: Training for CI team (+\$2,000).

Contract Services: Legal fees on garage sale (+\$3,011).

Development/PR: Prior \$404,996/New \$373,371 Net = -\$31,625

Special Events: Final Tour de Keuka virtual expenses (-\$5,925).

Direct Mail: Most Digital Services performed in-house (-\$18,000).

Public Relations: Turkey Drive and Annual Report expenses cut (-\$7,700).

Advocacy & Education: No Change

Agency Capacity Building: No Change

Capital Campaign Allocations: No Change

Capital Expenses: No Change

Non-Operating Adjustments: No Change

Food Bank of the Southern Tier - Disaster Relief

	2020 Q3 Adjusted	2020 Q2 Adjusted	Variance	% Change Q3 vs. Q2
REVENUE				
FOOD DISTRIBUTION				
COUNTY DR AGENCIES				
SHARED MAINTENANCE	\$54,427	\$54,427	\$0	0%
WHOLESALE FOOD	\$356,472	\$373,546	(\$17,074)	-5%
TEFAP FOOD	\$1,850,000	\$1,850,000	\$0	0%
TOTAL AGENCY FOOD	\$2,260,899	\$2,277,973	(\$17,074)	-1%
TOTAL FOOD DISTRIBUTION	\$2,260,899	\$2,277,973	(\$17,074)	-1%
GRANTS / PROGRAMS				
OTHER GRANTS / PROGRAMS				
TEFAP ADMIN	\$369,389	\$369,389	\$0	0%
TOTAL OTHER GRANTS / PGMS	\$369,389	\$369,389	\$0	0%
TOTAL GRANTS / PROGRAMS	\$369,389	\$369,389	\$0	0%
FUNDRAISING / DONATIONS				
CAUSE MARKETING	\$7,984	\$7,984	\$0	0%
SPECIAL EVENTS	\$0	\$0	\$0	#DIV/0!
DIRECT MAIL	\$0	\$0	\$0	#DIV/0!
ONLINE GIVING	\$376,707	\$376,707	\$0	0%
PERSONAL SOLICITATION	\$35,800	\$35,800	\$0	0%
GENERAL DEVELOPMENT GRANTS	\$1,048,964	\$1,048,964	\$0	0%
WHITE MAIL	\$422,544	\$422,544	\$0	0%
ALL OTHER PRIVATE SUPPORT	\$20,403	\$20,403	\$0	0%
TOTAL FUNDRAISING/DONATIONS	\$1,912,402	\$1,912,402	\$0	0%
OTHER INCOME				
OTHER INCOME	\$0	\$0	\$0	#DIV/0!
TOTAL OTHER INCOME	\$0	\$0	\$0	#DIV/0!
TOTAL REVENUE	\$4,542,690	\$4,559,764	(\$17,074)	0%
EXPENSES				
PERSONNEL EXPENSES				
SALARIES	\$120,960	\$120,960	\$0	0%
FRINGE BENEFITS	\$10,080	\$10,080	\$0	0%
OTHER	\$36,960	\$36,960	\$0	0%
TOTAL PERSONNEL EXPENSES	\$168,000	\$168,000	\$0	0%
FOOD EXPENSE				
COUNTY DR AGENCIES				
SHARED MAINTENANCE	\$2,000	\$2,000	\$0	0%
WHOLESALE FOOD	\$325,683	\$340,530	(\$14,847)	-4%
TEFAP FOOD	\$1,850,000	\$1,850,000	\$0	0%
TOTAL AGENCIES	\$2,177,683	\$2,192,530	(\$14,847)	-1%
TOTAL FOOD EXPENSE	\$2,177,683	\$2,192,530	(\$14,847)	-1%
OTHER FOOD EXPENSES				
OTHER FOOD/PROGRAM				
OTHER FOOD/PROGRAM	\$515,074	\$549,074	(\$34,000)	-6%
TOTAL OTHER FOOD/PROGRAM	\$515,074	\$549,074	(\$34,000)	-6%
PRODUCT ACQUISITION FREIGHT				

PRODUCT FREIGHT	\$2,115	\$2,115	\$0	0%
TOTAL PRODUCT FREIGHT	\$2,115	\$2,115	\$0	0%
TOTAL OTHER FOOD EXPENSES	\$517,189	\$551,189	(\$34,000)	-6%
WAREHOUSE / DISTRIBUTION				
VEHICLE	\$273,864	\$273,864	\$0	0%
WAREHOUSE	\$56,587	\$56,587	\$0	0%
PRODUCTION ROOM	\$21,150	\$21,150	\$0	0%
TOTAL WAREHOUSE / DISTRIBUTION	\$351,601	\$351,601	\$0	0%
GENERAL OPERATIONS				
BUILDING	\$20,595	\$20,595	\$0	0%
GENERAL OFFICE	\$42,764	\$30,639	\$12,125	40%
TECHNOLOGY/SERVICES	\$1,090	\$1,090	\$0	0%
STAFF EXPENSES	\$14,300	\$14,300	\$0	0%
CONTRACT SERVICES	\$71,224	\$67,224	\$4,000	6%
TOTAL GENERAL OPERATIONS	\$149,973	\$133,848	\$16,125	12%
DEVELOPMENT/PR				
SPECIAL EVENTS	\$7,000	\$7,000	\$0	0%
DIRECT MAIL	\$13,862	\$18,562	(\$4,700)	-25%
GEN. DEVELOPMENT / PR EXPENSE	\$40,100	\$40,100	\$0	0%
TOTAL DEVELOPMENT/PR	\$60,962	\$65,662	(\$4,700)	-7%
ADVOCACY & EDUCATION				
ADVOCACY & EDUCATION	\$0	\$0	\$0	#DIV/0!
TOTAL ADVOCACY & EDUCATION	\$0	\$0	\$0	#DIV/0!
AGENCY CAPACITY BUILDING				
OPERATION SUPPORT	\$19,546	\$0	\$19,546	#DIV/0!
TOTAL HPNAP OPERATION SUPPORT	\$19,546	\$0	\$19,546	#DIV/0!
TOTAL EXPENSES	\$3,444,954	\$3,462,830	(\$17,876)	-1%
NET BEFORE CAPITAL EXPENSES	\$1,097,736	\$1,096,934	\$802	0%
CAPITAL EXPENSES				
CAPITAL EQUIPMENT	\$0	\$0	\$0	#DIV/0!
EQUIPMENT/FURNITURE PURCHASES	\$0	\$0	\$0	#DIV/0!
CAPITAL IMPROVEMENTS	\$17,000	\$17,000	\$0	0%
TOTAL CAPITAL EXPENSES	\$17,000	\$17,000	\$0	0%
NET SPPLUS/DEFICT	\$1,080,736	\$1,079,934	\$802	0%

2020 DR Budget Changes - Third Quarter

Beginning Surplus/Deficit		\$1,079,934			
A/C #	A/C Name	Current \$\$	Adjusted \$\$	Change	Net Effect
19-4125-819	DR HPNAP PRODUCE Revenue	\$33,812	\$18,965	(\$14,847)	
19-3213-819	HPNAP HF's WH + PRODUCE	\$6,277	\$4,050	(\$2,227)	(\$2,227)
19-9310-821	DR HPNAP PRODUCE Expense	\$33,812	\$18,965	\$14,847	
19-9338-811	Other Program Food - Hub's & CFD's	\$205,695	\$171,695	\$34,000	\$34,000
19-8271-410	Office Equipment/Furniture	\$789	\$12,914	(\$12,125)	(\$12,125)
19-7729-611	Contract Services - Other	\$13,488	\$17,488	(\$4,000)	(\$4,000)
19-8026-838	Digital Services	\$8,900	\$4,200	\$4,700	\$4,700
19-9325-511	FBST Operations Support	\$0	\$19,546	(\$19,546)	(\$19,546)
Net Before Non-Operating				\$1,080,736	\$802
Ending Projected Surplus/Deficit				\$1,080,736	\$802

Adjust to Track. Most HPNAP Produce went to Agencies.

Adjust to Track. Most activity here transitioned back to MFP's.

Ceiling Mic's in conf. room + big screen in w/h + ergonomics for home offices.

Gift entry training for new employee.

Adjust to Track.

Refrigeration for agencies (possible Nourish NY reimbursement).

2020 "Non-Budget" Expenditures- Third Quarter

A/C Name	Adjusted \$\$	Comment
19-8271-410	(\$12,125)	Ceiling Mic's in conf. room + big screen in w/h + ergonomics for home offices.
19-9325-511	(\$19,546)	Refrigeration for agencies (possible Nourish NY reimbursement).
Total	(\$31,671)	

3rd Quarter 2020 DR Budget Projections (Net Change = +\$802)

Snapshot: Small addition to the surplus here. Expecting some savings in Hub/CFD spending as this activity winds down. We are providing some "Operation Support" to the agencies in lieu of possible Nourish NY reimbursement.

Revenue

Food – DR Agencies: Prior \$2,277,973/New \$2,260,899 Net = -\$17,074
HPNAP WH: Purchased Produce adjust to track (-\$17,074).

Other Grants/Programs: No Change

Fundraising: No Change

Expenses

Personnel Expenses: No Change

Food - DR Agencies: Prior \$2,192,530/New \$2,177,683 Net = -\$14,847
HPNAP WH: Purchased Produce adjust to track (-\$14,847).

Food – Other Expenses: Prior \$551,189/New \$517,189 Net = -\$34,000
Hub's & CFD's: Most activity here transitioned back to MFP's (-\$34,000).

Warehouse/Distribution: No Change

General Operations: Prior \$133,848/New \$149,973 Net = +\$8,145
General Office: Ceiling mics for conference room, big screen for warehouse and ergonomics for home offices (+\$12,125).
Contract Services: Gift Entry trainings (+\$4,000).

Development/PR: Prior \$65,662/New \$60,962 Net = -\$4,700
Direct Mail: Digital Services adjust to track (-\$4,700).

Agency Capacity Building: Prior \$0/New \$19,546 Net = +\$19,546
Operation Support: Refrigeration for agencies. Possible Nourish NY funding to follow (+\$19,546).

Food Bank of the Southern Tier

	2021 Original	2020 Q3 Adjusted	Variance	% Change Orig vs. Q3
REVENUE				
FOOD DISTRIBUTION				
AGENCIES				
SHARED MAINTENANCE	\$164,777	\$131,227	\$33,550	26%
WHOLESALE FOOD	\$1,204,099	\$1,654,774	(\$450,675)	-27%
TEFAP FOOD	\$692,707	\$5,380,060	(\$4,687,353)	-87%
TOTAL AGENCY FOOD	\$2,061,583	\$7,166,061	(\$5,104,478)	-71%
MOBILE FOOD PANTRIES				
SHARED MAINTENANCE	\$314,650	\$50,698	\$263,952	521%
WHOLESALE FOOD	\$45,982	\$194,451	(\$148,469)	-76%
TEFAP FOOD	\$476,766	\$1,102,797	(\$626,031)	-57%
TOTAL MOBILE FOOD PANTRIES	\$837,398	\$1,347,946	(\$510,548)	-38%
YOUTH PROGRAMS				
SHARED MAINTENANCE	\$31,440	\$28,092	\$3,348	12%
WHOLESALE FOOD	\$25,000	\$90,723	(\$65,723)	-72%
TEFAP FOOD	\$36,225	\$67,750	(\$31,525)	-47%
TOTAL YOUTH PROGRAMS	\$92,665	\$186,565	(\$93,900)	-50%
TOTAL FOOD DISTRIBUTION	\$2,991,646	\$8,700,572	(\$5,708,926)	-66%
DONATED PRODUCT				
DONATED PRODUCT	\$5,883,376	\$5,372,836	\$510,540	10%
TOTAL DONATED PRODUCT	\$5,883,376	\$5,372,836	\$510,540	10%
GRANTS / PROGRAMS				
HPNAP GENERAL OPERATING				
OPERATIONS SUPPORT	\$158,413	\$171,018	(\$12,605)	-7%
OPERATIONS SUPPORT SEED GRANT	\$6,402	\$0	\$6,402	#DIV/0!
AGENCY SANITATION SUPPLIES	\$2,200	\$2,200	\$0	0%
TRANSPORTATION GRANT	\$23,750	\$19,750	\$4,000	20%
OPERATING INCOME (HPNAP)	\$251,155	\$283,864	(\$32,709)	-12%
OPERATING INCOME (HPNAP) COLA	\$0	\$0	\$0	#DIV/0!
OPERATING INCOME (JSY)	\$129,675	\$122,119	\$7,556	6%
TOTAL HPNAP OPERATING	\$571,595	\$598,951	(\$27,356)	-5%
OTHER GRANTS / PROGRAMS				
CHEMUNG COUNTY	\$30,000	\$30,000	\$0	0%
NOEP	\$65,000	\$63,135	\$1,865	3%
TEFAP ADMIN	\$155,217	\$445,429	(\$290,212)	-65%
VENISON PROGRAM	\$11,000	\$11,307	(\$307)	-3%
BACKPACK REIMBURSEMENT	\$0	\$0	\$0	#DIV/0!
TOTAL OTHER GRANTS / PGMS	\$261,217	\$549,871	(\$288,654)	-52%
TOTAL GRANTS / PROGRAMS	\$832,812	\$1,148,822	(\$316,010)	-28%
FUNDRAISING / DONATIONS				
CAUSE MARKETING	\$459,000	\$451,792	\$7,208	2%
SPECIAL EVENTS	\$130,000	\$100,000	\$30,000	30%
DIRECT MAIL	\$1,500,000	\$1,510,876	(\$10,876)	-1%
ONLINE GIVING	\$250,000	\$392,720	(\$142,720)	-36%
PERSONAL SOLICITATION	\$110,000	\$115,000	(\$5,000)	-4%
GENERAL DEVELOPMENT GRANTS	\$290,000	\$542,167	(\$252,167)	-47%
WHITE MAIL	\$500,000	\$894,875	(\$394,875)	-44%
ALL OTHER PRIVATE SUPPORT	\$170,000	\$196,006	(\$26,006)	-13%
TOTAL FUNDRAISING/DONATIONS	\$3,409,000	\$4,203,436	(\$794,436)	-19%

	2021 Original	2020 Q3 Adjusted	Variance	% Change Orig vs. Q3
OTHER INCOME				
OTHER INCOME	\$58,725	\$221,882	(\$163,157)	-74%
TOTAL OTHER INCOME	\$58,725	\$221,882	(\$163,157)	-74%
TOTAL REVENUE	\$13,175,559	\$19,647,548	(\$6,471,989)	-33%
EXPENSES				
PERSONNEL EXPENSES				
SALARIES	\$2,362,732	\$2,148,333	\$214,398	10%
FRINGE BENEFITS	\$670,200	\$536,867	\$133,333	25%
OTHER	\$14,700	\$13,750	\$950	7%
TOTAL PERSONNEL EXPENSES	\$3,047,632	\$2,698,950	\$348,681	13%
FOOD EXPENSE				
AGENCIES				
WHOLESALE FOOD	\$1,047,043	\$1,463,640	(\$416,597)	-28%
TEFAP FOOD	\$692,707	\$5,380,060	(\$4,687,353)	-87%
TOTAL AGENCIES	\$1,739,750	\$6,843,700	(\$5,103,950)	-75%
MOBILE FOOD PANTRIES				
MFP SHARED MAINTENANCE	\$58,051	\$5,000	\$53,051	1061%
WHOLESALE FOOD	\$64,984	\$192,063	(\$127,079)	-66%
TEFAP FOOD	\$476,766	\$1,102,797	(\$626,031)	-57%
TOTAL MOBILE FOOD PANTRIES	\$599,801	\$1,299,860	(\$700,059)	-54%
YOUTH PROGRAMS				
SHARED MAINTENANCE	\$31,440	\$27,092	\$4,348	16%
WHOLESALE FOOD	\$186,320	\$172,765	\$13,555	8%
TEFAP FOOD	\$36,245	\$67,750	(\$31,505)	-47%
TOTAL YOUTH PROGRAMS	\$254,005	\$267,607	(\$13,602)	-5%
TOTAL FOOD EXPENSE	\$2,593,556	\$8,411,167	(\$5,817,611)	-69%
OTHER FOOD EXPENSES				
OTHER FOOD/PROGRAM				
OTHER FOOD/PROGRAM	\$239,800	\$145,887	\$93,913	64%
TOTAL OTHER FOOD/PROGRAM	\$239,800	\$145,887	\$93,913	64%
PRODUCT ACQUISITION FREIGHT				
PRODUCT FREIGHT	\$100,490	\$38,198	\$62,292	163%
TOTAL PRODUCT FREIGHT	\$100,490	\$38,198	\$62,292	163%
TOTAL OTHER FOOD EXPENSES	\$340,290	\$184,085	\$156,205	85%
DONATED PRODUCT				
DONATED PRODUCT	\$5,883,376	\$5,372,836	\$510,540	10%
TOTAL DONATED PRODUCT	\$5,883,376	\$5,372,836	\$510,540	10%
WAREHOUSE / DISTRIBUTION				
VEHICLE	\$102,455	\$109,246	(\$6,791)	-6%
WAREHOUSE	\$37,170	\$38,500	(\$1,330)	-3%
PRODUCTION ROOM	\$11,750	\$12,000	(\$250)	-2%
TOTAL WAREHOUSE / DISTRIBUTION	\$151,375	\$159,746	(\$8,371)	-5%

	2021 Original	2020 Q3 Adjusted	Variance	% Change Orig vs. Q3
GENERAL OPERATIONS				
BUILDING	\$184,668	\$170,430	\$14,238	8%
GENERAL OFFICE	\$120,784	\$108,781	\$12,003	11%
TECHNOLOGY/SERVICES	\$93,834	\$87,339	\$6,495	7%
STAFF EXPENSES	\$43,461	\$22,266	\$21,195	95%
CONTRACT SERVICES	\$332,722	\$332,754	(\$32)	0%
TOTAL GENERAL OPERATIONS	\$775,469	\$721,570	\$53,899	7%
DEVELOPMENT/PR				
SPECIAL EVENTS	\$20,630	\$23,350	(\$2,720)	-12%
DIRECT MAIL	\$302,679	\$278,125	\$24,554	9%
GEN. DEVELOPMENT / PR EXPENSE	\$86,350	\$71,896	\$14,454	20%
TOTAL DEVELOPMENT/PR	\$409,659	\$373,371	\$36,288	10%
ADVOCACY & EDUCATION				
ADVOCACY & EDUCATION	\$11,000	\$2,000	\$9,000	450%
TOTAL ADVOCACY & EDUCATION	\$11,000	\$2,000	\$9,000	450%
AGENCY CAPACITY BUILDING				
OPERATION SUPPORT	\$167,015	\$173,218	(\$6,203)	-4%
TOTAL HPNAP OPERATION SUPPORT	\$167,015	\$173,218	(\$6,203)	-4%
TOTAL EXPENSES	\$13,379,371	\$18,096,943	(\$4,717,572)	-26%
NET BEFORE CAPITAL ALLOCATIONS	(\$203,813)	\$1,550,605	(\$1,754,417)	-113%
CAPITAL ALLOCATIONS				
TRUCK CAMPAIGN ALLOCATIONS	\$52,573	\$48,431	\$4,142	9%
GLIDEPATH ALLOCATIONS	\$96,346	\$0	\$96,346	
DISASTER RELIEF ALLOCATIONS	0	\$0	\$0	#DIV/0!
TOTAL CAPITAL ALLOCATIONS	\$148,919	\$48,431	\$100,488	207%
NET BEFORE CAPITAL EXPENSES	(\$54,894)	\$1,599,036	(\$1,653,929)	-103%
CAPITAL EXPENSES				
CAPITAL EQUIPMENT	\$0	\$0	\$0	#DIV/0!
EQUIPMENT/FURNITURE PURCHASES	\$0	\$0	\$0	#DIV/0!
CAPITAL IMPROVEMENTS	\$0	\$0	\$0	#DIV/0!
TOTAL CAPITAL EXPENSES	\$0	\$0	\$0	#DIV/0!
NET BEFORE NON-OPERATING	(\$54,894)	\$1,599,036	(\$1,653,929)	-103%
NON-OPERATING ADJUSTMENTS				
ADVERTISING - OTHER	\$0	\$0	\$0	#DIV/0!
TOTAL NON-OPERATING ADJUSTMENTS	\$0	\$0	\$0	#DIV/0!
NET SPPLUS/DEFICT	(\$54,894)	\$1,599,036	(\$1,653,929)	-103%

Food Bank of the Southern Tier 2021 Budget Narrative and Highlights

The current 2021 budget projects a \$204k operating deficit and a \$55k overall deficit (vs. a projected 2020 surplus of \$1.6mil). Revenue is down 33% and expenses are down 26%, mostly from food which is down nearly 70%.

We were informed not to expect any TEFAP TM, nor are we projecting CARES or Nuourish NY

Fundraising is projected to increase by 11.4% from the original 2020 budget; however, it is down 19% compared to 2020 Q3 projected operating budget and down 44% compared to 2020 Q3 projected combined (Operating & DR) budget

We will not be able to rely on the TEFAP TM Admin funding we have seen in the past two years.

We are showing a 13% increase in Personnel. This includes providing employees with the standard COLA. We also have an 11.5% increase in health insurance and are looking to add back the receptionist and NRM positions. We are also adding a Client Registration Admin as part of our GlidePath spending.

Some of the factors that helped us reduce a much larger initial deficit were cuts to our Backpack spending (\$26k), Freight-in expenses (\$25k), and Staff Expenses (\$23k). We were able to add about \$40k to Interest Income based on moving cast to a short term bond fund.

We have included "Glidepath" expenses (see handout included in the committee package) and will support the expenses in the Capital Allocations line.

Business Insurance is up 12% and now includes Cyber Insurance. We were told the increase is primarily driven by the Excess Liability Insurance premium for all of CCDR, which increased ~157% this year. This is largely due to the market and insurance levels that insurers are underwriting and is not CCDOR specific.

INCOME

Agencies: Down 71%. TEFAP is expected to go back to normal levels, and Nourish NY ends in October 2020.

MFP's: Down 38% from reduced TEFAP and Nourish NY. MFP's are not down as much as Agencies because we suspended MFP's for 6 months in 2020.

Youth Programs: Putting \$25,000 in the Wholesale food line for the Tioga County Summer food program; however, it is down due to lower TEFAP receipts and less anticipated Summer Food activity.

Donated Product: Increase over 2020 due to the elimination of TEFAP TM.

HPNAP General Operating: Down 5% due to reverting to a June-July contract period

Other Grants/Programs: Down significantly 50% (\$263k), mostly related to TEFAP TM Admin funding

Fundraising/Donations: Up 11.4% as noted above

Other Income: Down significantly, mostly due to the sale of the garage in 2020. We project a significant increase in Interest Income based on moving cash to a short term bond fund.

EXPENSES

Personal Expenses: Up 13%. Salaries are up from COLA's, 11.5% increase in health insurance, and additional three positions (Receptionist, NRM and Client Registration Admin).

Agency Food: Down substantially mainly due to TEFAP and Nourish NY (see above).

MFP's: Down substantially mainly due to TEFAP and Nourish NY (see above).

Youth Programs: Expecting less TEFAP to support the backpack program, which will increase wholesale spending. Expenses include Tioga County Summer food efforts and Glide Path projections for School Food Parties.

Other Food/Program: Healthy Harvest is up significantly from the 2020 budget as we don't anticipate the tremendous support we received from TEFAP/CFAP this past year.

Product Acquisition Freight: Up from a highly reduced 2020 figure (TEFAP TM, COVID-funded programs, and free freight from FA purchases).

Donated Product: Showing about a 10% increase due to lack of TEFAP TM.

Warehouse/Distribution: Relatively flat. Expenses here have been relatively stable over the years.

General Operations: Up due to restoring in-office work expenses, Glidepath spending, and Business Insurance.

Development/PR: Direct Mail and Circle to Feed Hope expenses are up notably.

Advocacy & Education: Includes some of Glide Path projections

Agency Capacity Building: Small decrease from reverting to a June – July HPNAP contract period

Capital Allocations: Up \$100k and now includes GlidePath "funding."

Capital Expenses and other Non-Operating Adjustments: Nothing projected for 2021 at this time.

Food Bank of the Southern Tier - Disaster Relief

	2021 Original	2020 Q3 Adjusted	Variance	% Change Orig vs. Q3
REVENUE				
FOOD DISTRIBUTION				
COUNTY DR AGENCIES				
SHARED MAINTENANCE	\$0	\$54,427	(\$54,427)	-100%
WHOLESALE FOOD	\$0	\$356,472	(\$356,472)	-100%
TEFAP FOOD	\$0	\$1,850,000	(\$1,850,000)	-100%
TOTAL AGENCY FOOD	\$0	\$2,260,899	(\$2,260,899)	-100%
TOTAL FOOD DISTRIBUTION	\$0	\$2,260,899	(\$2,260,899)	-100%
GRANTS / PROGRAMS				
OTHER GRANTS / PROGRAMS				
TEFAP ADMIN	\$0	\$369,389	(\$369,389)	-100%
TOTAL OTHER GRANTS / PGMS	\$0	\$369,389	(\$369,389)	-100%
TOTAL GRANTS / PROGRAMS	\$0	\$369,389	(\$369,389)	-100%
FUNDRAISING / DONATIONS				
CAUSE MARKETING	\$0	\$7,984	(\$7,984)	-100%
SPECIAL EVENTS	\$0	\$0	\$0	#DIV/0!
DIRECT MAIL	\$0	\$0	\$0	#DIV/0!
ONLINE GIVING	\$0	\$376,707	(\$376,707)	-100%
PERSONAL SOLICITATION	\$0	\$35,800	(\$35,800)	-100%
GENERAL DEVELOPMENT GRANTS	\$0	\$1,048,964	(\$1,048,964)	-100%
WHITE MAIL	\$0	\$422,544	(\$422,544)	-100%
ALL OTHER PRIVATE SUPPORT	\$0	\$20,403	(\$20,403)	-100%
TOTAL FUNDRAISING/DONATIONS	\$0	\$1,912,402	(\$1,912,402)	-100%
OTHER INCOME				
OTHER INCOME	\$0	\$0	\$0	#DIV/0!
TOTAL OTHER INCOME	\$0	\$0	\$0	#DIV/0!
TOTAL REVENUE	\$0	\$4,542,690	(\$4,542,690)	-100%
EXPENSES				
PERSONNEL EXPENSES				
SALARIES	\$35,235	\$120,960	(\$85,725)	-71%
FRINGE BENEFITS	\$10,692	\$10,080	\$612	6%
OTHER	\$0	\$36,960	(\$36,960)	-100%
TOTAL PERSONNEL EXPENSES	\$45,927	\$168,000	(\$122,073)	-73%
FOOD EXPENSE				
COUNTY DR AGENCIES				
SHARED MAINTENANCE	\$0	\$2,000	(\$2,000)	-100%
WHOLESALE FOOD	\$0	\$325,683	(\$325,683)	-100%
TEFAP FOOD	\$0	\$1,850,000	(\$1,850,000)	-100%
TOTAL AGENCIES	\$0	\$2,177,683	(\$2,177,683)	-100%
TOTAL FOOD EXPENSE	\$0	\$2,177,683	(\$2,177,683)	-100%
OTHER FOOD EXPENSES				
OTHER FOOD/PROGRAM				
OTHER FOOD/PROGRAM	\$288,368	\$515,074	(\$226,706)	-44%
TOTAL OTHER FOOD/PROGRAM	\$288,368	\$515,074	(\$226,706)	-44%
PRODUCT ACQUISITION FREIGHT				

PRODUCT FREIGHT	\$0	\$2,115	(\$2,115)	-100%
TOTAL PRODUCT FREIGHT	\$0	\$2,115	(\$2,115)	-100%
TOTAL OTHER FOOD EXPENSES	\$288,368	\$517,189	(\$228,821)	-44%
WAREHOUSE / DISTRIBUTION				
VEHICLE	\$0	\$273,864	(\$273,864)	-100%
WAREHOUSE	\$0	\$56,587	(\$56,587)	-100%
PRODUCTION ROOM	\$9,500	\$21,150	(\$11,650)	-55%
TOTAL WAREHOUSE / DISTRIBUTION	\$9,500	\$351,601	(\$342,101)	-97%
GENERAL OPERATIONS				
BUILDING	\$10,000	\$20,595	(\$10,595)	-51%
GENERAL OFFICE	\$0	\$42,764	(\$42,764)	-100%
TECHNOLOGY/SERVICES	\$20,480	\$1,090	\$19,390	1779%
STAFF EXPENSES	\$0	\$14,300	(\$14,300)	-100%
CONTRACT SERVICES	\$0	\$71,224	(\$71,224)	-100%
TOTAL GENERAL OPERATIONS	\$30,480	\$149,973	(\$119,493)	-80%
DEVELOPMENT/PR				
SPECIAL EVENTS	\$0	\$7,000	(\$7,000)	-100%
DIRECT MAIL	\$0	\$13,862	(\$13,862)	-100%
GEN. DEVELOPMENT / PR EXPENSE	\$0	\$40,100	(\$40,100)	-100%
TOTAL DEVELOPMENT/PR	\$0	\$60,962	(\$60,962)	-100%
ADVOCACY & EDUCATION				
ADVOCACY & EDUCATION	\$0	\$0	\$0	#DIV/0!
TOTAL ADVOCACY & EDUCATION	\$0	\$0	\$0	#DIV/0!
AGENCY CAPACITY BUILDING				
OPERATION SUPPORT	\$0	\$19,546	(\$19,546)	-100%
TOTAL HPNAP OPERATION SUPPORT	\$0	\$19,546	(\$19,546)	-100%
TOTAL EXPENSES	\$374,275	\$3,444,954	(\$3,070,679)	-89%
NET BEFORE OPERATING ALLOCATIO	(\$374,275)	\$1,097,736	(\$1,472,011)	-134%
OPERATING ALLOCATIONS				
Operating Budget	\$0	\$0	\$0	#DIV/0!
TOTAL OPERATING ALLOCATIONS	\$0	\$0	\$0	#DIV/0!
NET BEFORE CAPITAL EXPENSES	(\$374,275)	\$1,097,736	(\$1,472,011)	-134%
CAPITAL EXPENSES				
CAPITAL EQUIPMENT	\$0	\$0	\$0	#DIV/0!
EQUIPMENT/FURNITURE PURCHASES	\$0	\$0	\$0	#DIV/0!
CAPITAL IMPROVEMENTS	\$0	\$17,000	(\$17,000)	#DIV/0!
TOTAL CAPITAL EXPENSES	\$0	\$17,000	(\$17,000)	#DIV/0!
NET SPPLUS/DEFICT	(\$374,275)	\$1,080,736	(\$1,455,011)	-135%

Food Bank of the Southern Tier 2021 DR Budget Narrative and Highlights

Most of the 2021 Disaster Relief budget can be considered “provisional” at this time. We are forecasting \$374k in deficit spending. There is no forecasted revenue, including any contractual food activity (i.e. Nourish NY). 77% of the forecasted expenditures are in the Other Program Food line. This includes provisions to make our HPNAP contact whole in the event of a 20% cut. We have also added \$60k for agency food grants in case there is continued COVID-driven need. We do plan to carry a disaster related warehouse driver for the year. Other expenses involve a continuing response to being in disaster mode.

INCOME

DR Agency Food: None

Grants/Programs: None

Fundraising: None

Other Income: None

EXPENSES

Personal Expenses: Forecast for one Warehouse Driver for the year.

DR Agency Food: None

Other Food/Program: \$228k to cover a 20% HPNAP cut. \$60k to cover additional Agency needs.

Product Acquisition Freight: None.

Warehouse/Distribution: Boxes for to pre-pack for emergency distribution.

General Operations: Janitorial and Call em All expenses.

Development/PR: None.

Advocacy & Education: None.

Agency Capacity Building: None.

Operating Allocations: None.

Capital Expenses and other Non-Operating Adjustments: None.

GlidePath Spending & Reserves

GlidePath Defined: A planned allocation of excess operating reserves over a specified period of time. Areas of consideration include existing program expansion, new program development, client outreach and internal capacity building.

Reserves vs. GlidePath Funds	
2019 Year-End Reserves*	\$2,760,572
2020 Projected Operating Surplus	\$1,599,026
<u>2020 Projected DR Surplus</u>	<u>\$1,080,736</u>
2020 Potential Year-End Reserves	\$5,440,334
4 Months Operating Expenses	\$1,825,033
Excess Reserves/GlidePath Funds	\$3,615,301
9/30/20 Cash	\$4,814,378
<u>9/30/20 Communis</u>	<u>\$1,770,662</u>
9/30/20 Total Funds	\$6,585,040

Reserves (2019 Final)	
Total Unrestricted Net Assets	\$6,469,793
Equity in Property, Plant and Equipment	(\$3,413,842)
Value of Purchased Inventory	(\$343,810)
<u>1yr Release from Temp Restriction</u>	<u>\$48,431</u>
*Total Available Operating Reserves	\$2,760,572
Operating Expenses (2019 Final)	
Annual Operating Expenses	\$15,125,462
Value of Donated Goods & Services	(\$5,026,491)
Government Purchased Food - TEFAP	(\$4,454,731)
Pass Thru - HPNAP Operation Support	(\$96,852)
Pass Thru - MFP General SM	(\$45,217)
<u>Pass Thru - BP General SM</u>	<u>(\$27,072)</u>
Total Annual Operating Expenses	\$5,475,100
3 Months of Expenses	\$1,368,775
Excess Reserves	\$1,391,797

Next Steps

1. Calculate the 2020 Year-End Excess Operating Reserves
2. Evaluate the Results of the Horn Research Underserved Populations Study
3. Complete the FBST 3yr Strategic Plan
4. Quantify the Impact of any 2021 Cuts to State and Local Funding
5. Determine the Amount and the Duration of the Proposed GlidePath Spending

FOOD BANK OF THE SOUTHERN TIER
Board of Directors

PROPOSED 2021 ELECTION SLATE OF DIRECTORS & OFFICERS

RE-ELECTION OF DIRECTOR FOR 3rd TERM TO EXPIRE 02/2024

Steve Hoyt
Joe Thomas

RE-ELECTION OF DIRECTORS FOR 2nd TERM TO EXPIRE 02/2024

Karl Krebs
Shannon Matteson
Jessica Renner

ELECTION OF DIRECTORS FOR 1st TERM TO EXPIRE 02/2024

Fred VanSickle

ELECTION OF OFFICERS FOR ANNUAL TERMS TO EXPIRE 02/2022

CHAIRPERSON: Joe Thomas

VICE CHAIRPERSON: Mary Pat Dolan

TREASURER: Steve Hoyt

SECRETARY: Jessica Renner

ELECTION OF DOR BOD REP. FOR ANNUAL TERM TO EXPIRE 02/2022

Karl Krebs

Created: 9/17/2020
Updated: 11/13/2020

FOOD BANK OF THE SOUTHERN TIER 2021 BOD & COMMITTEE APPOINTMENTS

Board of Directors

1. Joe Thomas, Chairperson
2. Mary Pat Dolan, Vice Chairperson
3. Steve Hoyt, Treasurer
4. Jessica Renner, Secretary
5. Peter Newman
6. Grace Park
7. Michael Eisner
8. John Bayne
9. Alison Wolfe
10. Shannon Matteson
11. Karl Krebs
12. Anis Fadul
13. Erin Summerlee
14. Marty Heysham
15. Fred Van Sickle

Representative of FBST Board of Directors to Diocesan Catholic Charities Board of Directors:

1. Karl Krebs

Executive Committee:

1. Joe Thomas, Board Chairperson & Committee Chairperson ex officio
2. Mary Pat Dolan, Board Vice Chairperson & Committee Member ex officio
3. Steve Hoyt, Board Treasurer & Committee Member ex officio
4. Jessica Renner, Board Secretary & Committee Member ex officio
5. Natasha Thompson, President/CEO & Committee Member ex officio*
6. Jack Balinsky, Diocesan Director & Committee Member ex officio

Finance & Audit Committee:

1. Steve Hoyt, Board Treasurer & Committee Chairperson ex officio
2. Shannon Matteson, Board Member & Committee Vice Chair
3. Karl Krebs, Board Member
4. Michael Eisner, Board Member
5. Dick Pirozzolo, Committee Member
6. Krista Niles-Updyke, Committee Member
7. Meghan Rose, Committee Member
8. Linda Bruckner, Committee Member
9. Nancy Miller, Committee Member
10. Joe Thomas, Board Chairperson & Committee chairperson ex officio
11. Natasha Thompson, President/CEO & Committee Member ex officio*
12. Karen Owen, Catholic Charities Finance Department & Committee Member ex officio*
13. Tim Currie, Chief Operating Officer & Committee Member ex officio *

Nominating & Corporate Governance (N&CG) Committee:

1. Grace Park, Board Member and Committee Chairperson
2. Mary Pat Dolan, Board Vice Chair & Committee Vice Chair
3. Alison Wolfe, Board Member
4. Marty Heysham, Board Member
5. Fred Van Sickle, Board Member
6. Maureen Ferrell, Committee Member
7. Bill Powell, Committee Member
8. Joe Thomas, Board Chairperson & Committee Member ex officio

FOOD BANK OF THE SOUTHERN TIER 2021 BOD & COMMITTEE APPOINTMENTS

9. Natasha Thompson, President/CEO & Committee Member ex officio*

Development Committee:

1. John Bayne, Board Member & Committee Chairperson
2. Peter Newman, Board Member
3. Alison Wolfe, Board Member
4. Anis Fadul, Board Member
5. Dave Radin, Committee Member
6. John Alexander, Committee Member
7. Julie Monahan, Committee Member
8. Amanda Smith-Socaris, Committee Member
9. Joe Thomas, Board Chairperson & Committee Member ex officio
10. Natasha Thompson, President/CEO & Committee Member ex officio*
11. Meghan Parsons, VP of Development & Community Engagement Member ex officio*

Advocacy Committee (Ad-hoc):

1. Erin Summerlee, Board Member & Committee Chairperson
2. Mark Bordeau, Committee Member
3. Catherine Rogers, Committee Member
4. Wendy Pursel, Community Member
5. Nancy Eckstrom, Committee Member
6. Maggie Coffey, Committee Member
7. Dave Radin, Committee Member
8. Jessica Gosa, Committee Member
9. Tess McKinley, Committee Member
10. Joe Thomas, Board Chairperson & Committee Member ex officio
11. Natasha Thompson, President/CEO & Committee Member ex officio*
12. Randi Quackenbush, Director of Community Impact & Committee Member ex officio*

NOTES: * denotes non-voting members

Updated: 12/1/2020

FOOD BANK OF THE SOUTHERN TIER
Board of Directors Operating Policy and Procedure

POLICY: Mentoring Policy

EFFECTIVE DATE: February 2020

REVISED DATE: September 28, 2020

The Board of Directors (“Board”) of the Food Bank of the Southern Tier (“FBST”) endorses the practice of mentoring for new Board members. The process helps to keep new members fully engaged in the process, especially by providing an overview of Board member roles and responsibilities and the expectations for Board member meeting preparation and attendance.

MENTORING PROCESS AND PROCEDURES:

1. The Chair of the Nominating and Corporate Governance Committee (N&CGC) will appoint a mentor for a new Board member after speaking with both parties and others as appropriate.
2. The new mentor will read this Policy, including the “Best Practices” noted below, and become familiar with the Board orientation materials presented by the FBST staff.
3. The mentor and mentee will meet at least once before the mentee’s first Board meeting and at least one other time during the mentee’s initial six months as a Board member. Meetings may be in person, by phone or by meeting technology such as Zoom.
4. The mentor will report to the Chair of the N&CGC about the process and how to improve it.

BEST PRACTICES FOR MENTORS:

The following list of suggestions is offered for engaging with your assigned mentee:

- Be approachable, reflect a specific interest in the new member’s development, be a good listener, careful observer and work to solve problems that may arise for the new Board member;
- Share your knowledge about Board membership and meeting participation;
- Serve as a coach for initial meetings, sitting adjacent to the new member and offering additional background information when appropriate, translating acronyms and helping the mentee navigate the Board materials;
- Follow-up between meetings during the first six months of Board membership whenever possible or needed;
- Provide the mentee multiple methods to communicate with you between meetings including phone calls, in-person; email; text; FaceTime, Zoom and other ways to ensure the new Board member stays engaged and connected to the Board and its activities;
- Offer to assist with the initial assignments given to the new Board member in case there are questions about Board communication procedures or preferred methods to submit documents;
- Contact the new Board member if there appears to be a pattern of missed meetings or late Board assignments, allowing for possible competing demands on the new member’s time;
- At the conclusion of the mentoring period, ask the new Board member about the mentoring process and ways in which it could be improved upon for the future.



COO Report – December 2020

Nourish New York

Nourish New York (NNY) was first announced by Governor Cuomo in April 2020 in response to the financial hardships New York's dairy farmers were facing with the loss of key markets and the significant, increased demand New York's food banks were seeing as a result of the COVID-19 pandemic. The program was initially funded with \$25mil, to be spent from May thru October. An additional \$10mil was added to the program on October 30th, to be spent by December 31st. We received \$986,120 in the initial round and an additional \$394,448 with the extension.

The funds have helped us to significantly increase the volume, variety and quality of our dairy distribution this year. As exhibited in the first table below, we have distributed a total of 1,902,496 pounds of dairy vs. 881,084 pounds last year. Of that total, we have increased our wholesale distribution from 228k pounds to 770k pounds. The second table compares the different categories of wholesale dairy we have stocked between the two years. Purchasing direct from NNY Producers also provides us with the freshest product from top recognizable brands.

Table 1		
Product Category	2019	2020
Donated	366,430	513,561
TEFAP	286,836	618,528
Wholesale	<u>227,819</u>	<u>770,407</u>
	881,084	1,902,496

Table 2		
WH Product	2019	2020
Milk	181,838	336,458
Yogurt	0	122,846
Butter	0	85,411
Mozzarella Cheese	4,980	65,436
Cheddar Cheese	7,242	63,309
Cottage Cheese	0	56,646
Margarine	33,759	20,987
Ricotta Cheese	0	10,416
String Cheese	<u>0</u>	<u>8,898</u>
	227,819	770,407

It is also worth noting that we have been able to secure 100k pounds of Produce, 100k pounds of Eggs and \$40,000 worth of Ground Beef and Italian Sausage thru the NNY Program.

