

FOOD BANK OF THE SOUTHERN TIER

EXECUTIVE COMMITTEE

Tuesday, September 8, 2020

8:00 AM – 9:30 AM

AGENDA

<u>TOPIC</u>	<u>FACILITATOR</u>	<u>ACTION</u>	<u>TIME</u>
1. Welcome and Call to Order	Joe Thomas		2
2. Opening Prayer	Jessica Renner		2
3. Approval of August 11, 2020 Minutes	Joe Thomas	Approve	1
4. Check-in	Joe Thomas	Discuss	10
5. Food Bank Advocacy Priorities	Erin Summerlee/ Lyndsey Lyman	Update	20
6. COVID-19 Updates	Natasha Thompson/ Meghan Parsons/ Tim Currie	Discuss	20
7. September BOD Mtg Agenda <ul style="list-style-type: none">• Foodnet Meals on Wheels Discussion	Joe Thomas	Approve	10
8. Other Business	Joe Thomas	Discuss	5

Next Meeting:

Tuesday, September 8, 2020

8:00AM – 10:00AM

Opening Prayer: Jessica Renner

****Please RSVP to Lynn Dates: lynn.dates@foodbankst.org****

Food Bank of the Southern Tier

Executive Committee Meeting

Tuesday, August 11, 2020

8:00 am – 10:00 am

Board Member	In Attendance	Unable to Attend
Joe Thomas (Chair)	X	
Steve Hoyt	X	
Mary Pat Dolan	X	
Jessica Renner	X	
<i>Ex-Officio</i>		
Laura Opelt	X	
Natasha Thompson	X	
<i>Staff</i>		
Tim Currie	X	
Meghan Parsons	X	
Lynn Dates	X	

1. Welcome & Call to Order

Joe Thomas called the meeting to order 8:01 am.

2. Opening Prayer

Joe Thomas led the opening prayer.

3. Approval of the July 14, 2020 Minutes

*Mary Pat Dolan made a motion to approve the July minutes.
Steve Hoyt seconded. None opposed. Minutes approved.*

4. Check-in

Committee members went around the room and provided updates on their personal & professional lives.

5. COVID-19 Updates

Natasha, Tim, and Meghan reviewed their COVID-19 BOD update presentation which included YTD data, Phase 2 updates, and information regarding the recently awarded Feeding America grant.

Tim discussed current inventory noting that total distribution is returning to 2019 levels however overall monthly totals still show increases. He pointed out that Community Impact is working to assess the relaunch of the Backpack Program by surveying schools. He expressed that this is good timing for the Volunteer program restart (yesterday, August 10) because the warehouse has a lot of product that needs to be sorted. Tim reviewed financials through June pointing out spending on disaster relief, fundraising, and TEFAP admin funding. With regards to fundraising income, Joe Thomas reminded the group that increased demand will continue and funding will be used as people intended.

Natasha reviewed client demand noting variances through July. Currently, CFDs are reaching 21% more households with the purpose of continuing to reach those who would typically go to MFPs. She added that PantryTrak shows that 40% of those coming to CFDs are new to the system. Furthermore, the data shows that more families with children are using CFDs, compared to MFPs that were visited by mostly adult households. Natasha reviewed the results of Senior MFPs noting that the increase in March is attributed to the start of Senior emergency food box deliveries. She pointed out that that Meal Site Requests for Food have shown consistent increases in demand, similar to that of pantries.

Meghan provided an update on fundraising and noted that we've received just under 19,000 gifts through July compared to close to 20,000 gifts by the end of 2019. She pointed out that June and July have resulted in just over \$400,000 each month both double what came in last year even though Tour De Keuka generated \$42,000 this year versus \$100,000 last year.

Natasha provided an update on our Phase 2 process noting that the Volunteer Program restarted August 10, that the first Drive-Thru MFP was piloted on July 27, which was successful and that two more are planned for August in Endwell and Waverly, that facility upgrades are 90% complete (some items backordered), that the 2020 workplan will be finalized on August 12, and that the new phone system will be installed in 3-4 weeks. Tim added that return of volunteers went well as they repacked frozen product, noting that Earl Leonard has kept the space meticulous following new disinfecting routines. Meghan added that the Community Engagement team will be using Call'em All to reach out to potential new volunteers; Tim added that we can accommodate 40 volunteers a day. Tim also noted that we have not hired new maintenance staff but have increased the hours of the current cleaning company and are working with them to understand the flow of traffic.

Natasha announced the receipt of \$323,736 from Feeding America as part of their redistribution of \$93M to 200 food banks across the US. She reviewed three points outlining the purpose of the grant and reviewed the Food Bank's proposed use of the funds. Natasha pointed out that the planning and assessment activities outlined in the proposal which includes Equity, Diversity, and Inclusion training for senior leadership, leading the creation of an updated strategic plan that incorporates learnings from COVID response efforts, and a complete assessment of vulnerable populations in the Southern Tier, should happen concurrently because they all work together. Natasha ventured that an additional \$20,000 would be required to carry this out. The Committee discussed additional funding for the activities and concluded that they agree that this work will "help us make sure that we are having a positive impact" and "that we can do a better job in the future." Jessica Renner reinforced that the \$90,000 grant recently received from Excellus BlueCross/BlueShield supports this work. Laura Opelt added that people were complacent because systems were in place that fell apart; this is where the Food Bank can create and build systems through strategy and the delivery is still feeding people.

6. Updates

Meals on Wheels Discussion – Natasha reported that she talked with Jessica Gosa from Foodnet Meals On Wheels in Ithaca and is scheduled to talk with her again today. She also talked with Tara Ellis from FeedMore WNY who agreed to talk with the Food Bank's BOD about their experiences. The Committee did not have any further comments.

Food Bank Advocacy Priorities

Natasha reviewed the timeline provided by the Advocacy Committee for the creation of public policy priorities noting the process, topics and focus group make up. Joe Thomas noted that this timeline is missing a time for the Board's discussion of the topic and that this should be added. There were no additional comments.

7. Other Business

Natasha asked the Committee for their feedback on recent Town Hall meetings noting that there are two more scheduled. Those who attended commented that they liked them and learned from them and even shared the recording afterward. Meghan noted that the first Town Halls were meant to engage major donors and the next two are to engage the community, pointing out that the community is invited to attend virtually. Mary Pat Dolan noted that this type of face to face communication with those who care about our mission is important.

Adjourn 9:17 am

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

FOOD BANK OF THE SOUTHERN TIER

BOARD OF DIRECTORS

Thursday, September 17, 2020

4:00-6:00 PM

AGENDA

<u>TOPIC</u>	<u>FACILITATOR</u>	<u>ACTION</u>	<u>TIME</u>
1. Welcome and Call to Order	Joe Thomas		2
2. Opening Prayer	Alison Wolfe		3
3. Approval of June 20, 2019 Minutes	Joe Thomas	Approve	5
4. BOD Education: Meals on Wheels Alliance	Natasha Thompson/Tara Ellis	Update	30
5. Committee Updates			
a. Advocacy	Erin Summerlee	Discuss	20
• Advocacy Priorities			
b. Development	Meghan Parsons/John Bayne	Update	10
• Fundraising Report			
c. Finance	Steve Hoyt/Tim Currie	Approve	10
• Q2 Projections			
• COVID budget			
d. Nominating & Corporate Governance	Grace Park	Update	5
• BOD Recruitment			
6. COO Report	Tim Currie	Update	5
7. CEO Report	Natasha Thompson	Update	5
8. Other Business	Joe Thomas	Discuss	5

****Please let Lynn Dates know if you plan to join the meeting remotely****

Next Meeting:

Thursday, December 17, 2020

4:00-6:00 PM

Opening Prayer: Jessica Renner