

**FOOD BANK OF THE SOUTHERN TIER
STRATEGY COMMITTEE MEETING
January 30, 2024 2:30PM-4:00PM**

<https://us06web.zoom.us/j/85783583529?pwd=ubnAcomUmYCM6EPbRzFCSLiQueIFd.1>

AGENDA

TOPIC	FACILITATOR	ACTION	TIME
1. Welcome & Check-in	Erin Summerlee	Discuss	5
2. Approve October Minutes	Erin Summerlee	Decision	5
3. 2023 SIF Recap <ul style="list-style-type: none">• Progress to date• Budget spent / project balances• Successes and challenges	Randi Quackenbush	Discuss	30
4. 2024 Timeline and Evaluation Plan	Randi Quackenbush / Kathryn Miller	Discuss	20
5. Rest of 2024 Strategy Committee meetings <ul style="list-style-type: none">• 2024 BOD meetings plan	Mark Bordeau	Decide	15
6. Next Steps	Randi Quackenbush	Decide	5
7. Wrap-up / Adjourn	Erin Summerlee	Discussion	5

Next Meeting
May TBD, 2024 2-4pm
RSVP

Strategy Committee Meeting Minutes
October 23, 2023
2:30-4:00 pm (via Zoom)

Member Name	In Attendance	Unable to Attend
Erin Summerlee (Chair)	X	
Tess McKinley		X
Jamila Michener	3:05 pm	
Kathy Rasmussen	X	
Andy Fagan	X	
<i>Ex-Officio</i>		
Mary Pat Dolan		X
Mark Bordeau	X	
<i>Staff</i>		
Randi Quackenbush	X	
Kate Paterson	X	
Kathryn Miller	X	
Amanda Palme	X	
Jen Bertron	X	

1. Welcome and Check: Chairperson Erin Summerlee began the meeting at 2:33 pm.

2. Approve August 28, 2023 Minutes

*Kathy Rasmussen made a motion to approve the August 2023 minutes.
 Andy Fagan seconded. None opposed. Minutes approved.*

3. Foundant Grant Management Tool (Amanda Palme)

Randi reviewed the SIF Timelines with the Committee, including talking about the goal of working toward good food acquisition and greater access. Amanda Palme reviewed the Foundant Grant Tool functionality and how it has improved the efficiency of the Food Bank’s impact grant process.

4. Emergency Cold Storage

This grant was developed to help agencies increase cold storage capacity as well as help fund emergency repairs and replacements for broken equipment. This is a rolling grant application that launched at the end of 2021 with a steady increase in applications. The staff recommendation would be to continue with Emergency Cold Storage under general operating after the SIF projects are over for an annual allotment of \$150K. This amount will be evaluated at the end of the calendar year. These grants can only be accessed by being given a code by a member of the Food Bank staff.

5. 2022 Grants: Pantry Evaluation Findings (Jen Bertron)

Pantries awarded grants to expand cold storage increased their pounds per person amounts. Pantries that were awarded grants to replace cold storage also saw an increase in pounds per person. There was a small increase in pounds per person at pantries that didn’t get any grant money. The applicant feedback mentioned the quick and easy process, and that the money saved could be put toward the purchase of food.

Jen also mentioned the Direct Delivery Model work that the Food Bank recently implemented which rearranged delivery dates so that 88% of agencies now have their first choice for delivery day, which is

up from 59% previously.

6. Impact Grants

The Impact Grant pilot program began in 2021 with 6 agencies using the Foundant Grant Management system for the first time. Five agencies were then awarded grants in Q3 in 2022. In 2023, there was a link made between agency capacity and client driven services and good food. A themed impact grant was opened in each quarter with staff working to have clarity about goals and provide resources to agencies. Every grantee will be asked to give feedback on how funds were spent, if it helped their community, and lessons learned. An evaluation is planned for impact grants focusing on home delivery, expanding non-traditional hours, increasing the size of the food package, and non-food items. It is challenging to manage the evaluation of so many grants.

The recommendation from staff is to keep the Foundant system and to keep the Emergency Cold Storage Grant but to expand it into general equipment and to drop the word “Emergency” and instead call it “Equipment Grant”. Budget needs to be kept in mind. Also recommending slowing down Impact Grants to work out an evaluation plan before each grant rollout. Prioritize home deliveries and expanded hours and meals. It was suggested to look at information pre Covid for a time series and be careful to identify counterfactuals.

The Committee discussed sustainability over the long term. There is a need to evaluate the funding needed to keep these programs going once their impact is deemed to be positive. It is important to properly calibrate expectations from the Board. It is also important to look at systemic issues around food insecurity. Are we just providing resources, or can additional value be added that can only be done by the Food Bank?

The goal is to move the expenses of successful SIF projects into the general budget. Randi expressed the importance of increasing partnerships to create a better-connected network that shares the load. The Food Bank might reach its maximum capacity. Randi commended the staff that has worked on the SIF program management.

7. Meeting Schedule

The future of the Ad hoc Strategy Committee was discussed. A January meeting for the Committee is needed to prepare for the first BOD meeting in 2024. Randi will develop a visual about status of each project. It would be good to meet in person, if possible. Evaluation of donor support is also needed. Is the committee tethered to the SIF timeline, or should it morph to just Strategy, or just Advocacy? If the prevue of the Committee changes, it might be better to sunset the committee and populate it with BOD members better suited to the new work.

The meeting adjourned at 4:01 pm. The next meeting is to be determined.

Action Items	Responsible	Due Date
Develop visual about the status of each SIF project for BOD meeting	Randi	Jan 2024
Find a January date for next Committee meeting	Kate	asap
Send out Cold Storage Grant to Committee members	Randi	asap

Minutes respectfully submitted,

Kate Paterson

Executive Assistant to the President/CEO