

**FOOD BANK OF THE SOUTHERN TIER**  
Nominating & Corporate Governance Committee Meeting  
December 1, 2022, 8:30-9:30 AM

**AGENDA**

<b><u>TOPIC</u></b>	<b><u>FACILITATOR</u></b>	<b><u>ACTION</u></b>	<b><u>TIME</u></b>
1. Welcome & Call to Order	Fred Van Sickle		2
2. Opening Prayer/Poem/Positivity	Maureen Ferrell		2
3. Approval of October 6, 2022, Minutes	Fred Van Sickle	Approve	1
4. Check-in	Fred Van Sickle		10
5. 2023 BOD Slate	Natasha Thompson	Discuss	5
6. BOD DEI workplan	Natasha Thompson/Jeanette Batiste	Discuss	30
7. 2024 BOD Recruitment Discussion	Fred Van Sickle/ Natasha Thompson	Discuss	10
8. Other Business- 2023 Meeting Dates	Fred Van Sickle	Discuss	5
* February 9			
* April 6			
* June 1			
* August 3			
* October 5			
* November 30			

**Next Meeting**

**February 9, 2023**

**8:30-9:30 AM**

**Opening Prayer/Poem/Positivity: Mary Pat Dolan**

**RSVP to [Jennifer.Bertron@foodbankst.org](mailto:Jennifer.Bertron@foodbankst.org)**

# Food Bank of the Southern Tier

Nominating & Corporate Governance Committee Meeting

October 6, 2022 8:30-9:30 AM

Committee Member	In Attendance	Unable to Attend
Fred Van Sickle (Chair)	x	
Bill Powell	x	
Maureen Ferrell	x	
Mary Pat Dolan	x	
Marty Heysham		x
Alison Wolfe	x	
Joe Thomas	x	
<b>Ex-Officio</b>		
Natasha Thompson	x	
<b>Staff</b>		
Jen Bertron	x	

1. **Welcome & Call to Order** – Fred Van Sickle called the meeting to order at 8:33
2. **Opening Prayer/Poem/Positivity** – Fred Van Sickle shared a prayer
3. **Approval of August 26, 2022, Meeting Minutes** - Approval pending correction to show June minutes were approved, not March.

*Maureen Ferrell made a motion to approve the August minutes.  
Joe Thomas seconded. All were in favor. None opposed.*

4. **Check-in** - All present gave an update on their personal/professional lives.
5. **Follow-up Items**

**BOD Recruitment Update** – Natasha reported that Alison Wolfe will be serving a 3rd term, Marty Heysham a 2nd term & Erin Summerlee a 2nd term. Two new people are slated to join in 2023. Both have the application and bios are on the way. Steve Hoyt is willing to serve as vice-chair. Jessica Renner is unable to serve as secretary and position will need to be filled for 2023. Fred Van Sickle discussed the possibility with Marty Heysham and will approach for a final decision. If Marty declines, will approach Erin Summerlee or Kathy Rasmussen.

Natasha and Connie Park met with Georgia Verdier, President of the NAACP Elmira / Corning. She’s hesitant to join another board and is not interested in in-person meetings. Planning to partner in November with one of their group events. Group discussed finding out if Georgia is interested in being a committee.

Group discussed that if in-person meetings do become the norm, that needs to be set as a board expectation and made explicit. Committees will continue by zoom. A board expense line can support mileage.

**Debrief BOD/Committee Member Volunteer Day** – Overall, event went very well and was great to meet and work with staff. Agreed that it should be an annual event. Originally, had discussed including a plus one or children, but that would have made it a very different event and would have additional considerations. Would have liked to have more chance to mingle with staff during lunch.

**DEI Assessment Recommendations** – A small group did not meet as anticipated to draft a plan for moving recommendations forward ahead of today’s meeting. Group discussed pros and cons of combining the 3<sup>rd</sup> and 4<sup>th</sup> recommendations into one. Overall, group acknowledged that this work is important, will be ongoing and

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needs to be balanced so people are not overwhelmed or “check out”. Also needs to be a clear line between this work and achieving our goals. A consultant can help guide.

At the next board meeting, Natasha and Fred will share that leading inclusive meetings is a priority and will define what that means. A training will be offered outside of the scheduled Board Meetings. This training will be open to all, but mandatory for Committee Chairs. A training/discussion about implicit bias will be incorporated into a future Board Meeting and work related to the 4<sup>th</sup> recommendation will be ongoing over the course of a year.

## Action Items:

1. Correct August minutes to show June minutes were approved, not March.
2. Fred Van Sickle follow up with Marty Heysham about Secretary.
3. Ask Georgia Verdier to be a committee member, then explore why she can't attend in person.
4. Share video / photos from BOD/Committee Member Volunteer Day
5. Natasha will identify possible trainers / consultants to support DEI roll out
6. Natasha & Fred will talk to board about DEI plans

## 6. **Other Business** – None

The meeting adjourned at 9:30

Minutes respectfully submitted by,  
*Jennifer Bertron, Community Impact Manager*

## Next Meeting

December 1, 2022, 9 – 10 am

Poem/Prayer/Positivity: Fred Van Sickle

RSVP to [Jennifer.bertron@foodbankst.org](mailto:Jennifer.bertron@foodbankst.org)

**FOOD BANK OF THE SOUTHERN TIER**  
**Board of Directors**

**PROPOSED 2023 ELECTION SLATE OF DIRECTORS & OFFICERS**

RE-ELECTION OF DIRECTOR FOR 3<sup>rd</sup> TERM TO EXPIRE 02/2026

Alison Wolfe

RE-ELECTION OF DIRECTORS FOR 2<sup>nd</sup> TERM TO EXPIRE 02/2026

Marty Heysham  
Erin Summerlee

ELECTION OF DIRECTORS FOR 1<sup>st</sup> TERM TO EXPIRE 02/2026

Jamila Michener  
Elizabeth Brando

ELECTION OF OFFICERS FOR ANNUAL TERMS TO EXPIRE 02/2024

CHAIRPERSON: Mary Pat Dolan

VICE CHAIRPERSON: Steve Hoyt

TREASURER: Shannon Matteson

SECRETARY: Erin Summerlee

IMMEDIATE PAST CHAIR: Joe Thomas

ELECTION OF DOR BOD REP. FOR ANNUAL TERM TO EXPIRE 02/2024

Karl Krebs

Created: 3/28/2022  
Updated: 11/14/2022

# Food Bank of the Southern Tier

## DEI Assessment Summary & Work Plan

### Introduction

In late 2021, the Food Bank of the Southern Tier contracted with Batiste Leadership and Horn Research to conduct a DEI assessment of several organizational functions. The assessment's primary goals were to identify internal barriers to diversity, equity, and inclusion and use the assessment results to inform the DEI long-term goals.

### Board of Directors

The FBST Board of Directors supports, and is committed to, building a diverse, inclusive, and equitable board and organization. The board has diverse gender representation but needs to improve racial diversity and representation from the six counties the food bank serves. The board currently does not have established DEI goals and is not focused on DEI training.

Opportunity	Priority	What?	Who?	By When?
Build relationships and engage with community leaders who have deep experience and understanding of underserved populations.	1	<ul style="list-style-type: none"> <li>Proactively reach out to 3 community leaders representing underserved populations</li> <li>How do we connect the work of Community Impact into the BOD?</li> </ul>	BOD	December 2023
Determine board composition goals, with consideration for racial and geographic diversity.		<ul style="list-style-type: none"> <li>Do we really want to numeric goals for BOD composition?</li> </ul>		
Refresh board meeting processes and agendas to include a deliberate focus on inclusive meetings.	1	<ul style="list-style-type: none"> <li>Engage a consultant to help us do this</li> <li>Define what we mean by inclusive meetings (inclusive BOD?)</li> <li>Training for all BOD members or just committee chairs?</li> <li>One-time training outside of a BOD meeting</li> </ul>	Natasha/Jeanette Batiste	Q1
Establish a DEI training program for board members, with an emphasis on specific competencies such as implicit bias, decision making, leading inclusive meetings	1	<ul style="list-style-type: none"> <li>Engage a consultant to help us do this</li> <li>Longer-term training throughout the year?</li> <li>Time dedicated at each BOD meeting to a different topic</li> <li>Focus June strategy session on DEI topic</li> <li>How do we incorporate this into our BOD culture?</li> <li>Communicate how this helps us achieve our goals</li> </ul>	Natasha/Connie Park	Throughout 2023