

Food Bank of Delaware
Board of Directors Meeting Minutes
January 25, 2018

In Person: Julie Miro-Wenger, Patricia Beebe, Stephen Thompson, Sue Snider, Ali Khan, Andy Larmore, Karen Williams, Renee' Roberts

By Phone: Thomas Neylon, Jason Jowers, David Marvel, Nick Davis, Shawn Williams

Absent: Scott Lammers, April Birmingham, LaKresha Roberts, J. Mack Wathen, Tim McCann, Ruth Mayer

Staff: Sanjay Malik, Michael Zeltt, Larry Haas, Chad Robinson

Visitors: Ted Dwyer (by phone)

The meeting was called to order by Julie Miro Wenger at 4:12 PM.

Approval of Minutes

The Board of Directors reviewed the minutes from the November 16, 2017, meeting. Julie Miro Wenger asked for a motion to accept the minutes as written. Andy Larmore made the motion, and Ali Khan seconded the motion. All voted in favor to accept the minutes.

January Financials

Sanjay Malik reviewed the December Financials. We are at 50% percent of the Fiscal Year. Significant donation income includes: Beverly L. Bove - \$5,000, Jane M. Sheehan Charitable Foundation - \$5,000, Grace Johnston - \$6,000, Joy in Childhood Foundation Inc. - \$10,000, Fidelity Charitable - \$10,000, Matthew James Haley Trust - \$10,000, Norfolk Southern Foundation - \$15,000, Ruth A. Mayer - \$15,000, Judi Marvel Charities Inc. - \$21,000, Enterprise Holdings Foundation - \$25,000, Wilmington Trust - \$25,000, The Community Foundation - \$50,000, The Laffey Mchugh Foundation - \$90,000, Ellice & Rosa McDonald Fdn Inc. - \$100,000, E. I. DuPont De Nemours & Company - \$100,000, and the Longwood Foundation Incorporated – 1,500,000. A detailed balance sheet followed.

Construction Update

Ted Dwyer opens with discussing how the original completion date was set for October 21, 2019, but has now moved up to March 25, 2019, which is a seven-month difference. New Castle County approved for us to begin construction on the interior of the building. While construction is in process on the interior of the building the team will work on getting the approval of the exterior work of the building, the pond continues to be the issue on the exterior. Ted stated that the estimates provided for the cost of the project were stable estimates. Whiting-Turner will be done with the bidding process on January 29, 2018. The Food Bank of Delaware will have to look over and approve the bids. Pricing will then begin in February, and full project cost should be available by the end of February. If numbers come back and they exceed the agreed \$10 million amount ideas will be discussed on how to reduce those costs. There is a possibility that Ted may be able to provide a sense of where the number is at during the next Board of Directors meeting.

Capital Campaign Update

Larry Haas began his presentation by updating the Board of Directors on funding. To date, we have raised \$4.1 million in support of the Capital Campaign. The Food Bank of Delaware is working on special events and forming different strategies to achieve our Capital Campaign goal. An update on submissions of grants

was also discussed. A discussion occurred about getting downstate residents involved in the Capital Campaign, the discussion revolved around how the expansion would benefit the Milford location, as well.

Julie Miro Wenger informed the Board of Directors that at the next meeting they would begin to go around the table to get a target update. Larry Haas will be of assistance if questions on how to approach different target donors. Tours at Lake Drive will now be held monthly.

Program Report Update

Patricia Beebe began to update the Board of Directors on the programs report with speaking about the Food Bank of Delaware Farm that will be at 222 Lake Drive. The Center for Horticulture expressed interest for the path around the lake. The document is compiled of different priorities: Workforce Development, Community Outreach, Site Preparation, Equipment Purchases, Infrastructure, Land Use, and Pollinators/Biological Elements.

Patricia then highlighted some accomplishments over the past few months. Those highlights included the following:

- Two Culinary School graduations
- One Ferris graduation
- Food pantry opening at Wesley College
- Successful Cornhole Tournament
- First Lady Carney will be visiting on February 15, 2018, to pack backpacks
- Lisa Blunt Rochester visited Milford January 25, 2018, to speak with Culinary School students
- Partnership with West End Neighborhood in Launcher Program with ServSafe
- Perdue Challenge Grant

Other Business

A discussion occurred about changing the timeframe of the Executive Committee and Board of Directors meetings. An email will be sent out to propose different timelines for future meetings.

With no further business, Julie Miro Wenger asked for a motion to adjourn. Andy Larmore made the motion, and Ali Khan seconded the motion. All voted in favor to adjourn. The meeting was adjourned at 5:35 PM.

Respectfully submitted,

Michael Zeltt
Executive Coordinator