

**Food Bank of Delaware
Board of Directors Meeting Minutes
September 28, 2017**

In Person: Julie Miro-Wenger, Patricia Beebe, Ruth Mayer, Andy Larmore, Stephen Thompson, Mack Wathen, Sue Snider, April Birmingham, Renee' Roberts, Scott Lammers, Tim McCann, Jason Jowers, Karen Williams (In person – Milford)

By Phone: Ali Khan, LaKresha Roberts, Nick Davis, Shawn Williams

Absent: Tom Neylon

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

The meeting was called to order by Julie Miro Wenger at 4:04 PM.

Approval of Minutes

The Board of Directors reviewed the minutes from May 25, 2017 meeting. Julie Miro Wenger asked for a motion to accept the minutes as written. Ali Khan accepted the motion and Ruth Mayer seconded the motion. All voted in favor to accept the minutes as written.

2017-2018 Annual Budget

Julie Miro Wenger shared that the Executive Committee passed a motion for the management team at the Food Bank to assess healthcare packages amongst other comparable nonprofits prior to drafting next year's budget to see if a different practice may be recommended. A discussion occurred about United Way funding. Julie Miro Wenger asked for a motion for the Board of Directors to approve the 2017/2018 operating budget. Andy Larmore approved the motion and Sue Snider seconded the motion. All voted in favor to approve the motion.

July Financials

Sanjay Malik reviewed the July Financials. We are at 8% percent of the Fiscal Year. Significant donation income includes: Richard A. Legatski - \$10,000, Feeding America - \$10,000.00, Feeding America - \$10,000.00, Jonathan D. Jaffe - \$10,000.00, Herman Hopman, Trustee - \$14,812.50, New Castle Presbytery Speer Fund - \$20,000, Alliance Data - \$25,000.00, Feeding America -\$36,719.80, Feeding America - \$40,000.00, Delaware Community Foundation - \$62,500.00. A detailed balance sheet followed. A discussion occurred about SNAP Ed contracts.

Organizational Goals Update

Patricia Beebe presented the organizational goals for last year and the upcoming fiscal year (FY) to the Board. A discussion occurred about The Culinary School graduation and employment rates. Scott Lammers suggested an idea to track organizational goals by red, yellow, and green color codes; a dashboard to keep organization on track. Patricia Beebe shared that she will discuss the dashboard idea with the management team at their next meeting to see if they think it will improve the goal reporting. A discussion occurred about presenting the next FY's organizational goals prior to the end of the current FY. Julie Miro Wenger made a motion to approve strategic plan goals at a June Board of Directors meeting. Ruth Mayer accepted the motion and Ali Khan seconded the motion.

Strategic Planning Committee Update

Andy Larmore led a strategic planning discussion. A meeting was held with Dan Rattay about selling 14 Garfield Way property. The strategic planning committee is working on finalizing the budget for the relocation to 222 Lake Drive project. A discussion occurred about the relocation budget and scope of project. Ted Dwyer was hired to be the Food Bank of Delaware's new full time, owner's representative. Julie

Miro Wenger shared that the Executive Committee approved a motion to change the October Board of Directors meeting to November to give enough time for a relocation budget to be discussed and voted on by the Board of Directors.

Scheduling Board of Directors Meeting Update

Julie Miro Wenger proposed changing the full Board of Directors meeting from October to November to give time to get together the final budget for relocation. After discussion it was decided that an October meeting that is 2 hours (with an Executive Committee meeting before) and a November meeting that would be 3 hours in length (with an Executive Committee meeting before) will be held. The purpose of these meetings will be to have the Board get any questions answered about the relocation project, and they will then vote on a final budget for the new location. Ashley will look into scheduling these meetings.

Capital Campaign Update

Ruth Mayer then informed the Board that they are at 100% Capital Campaign participation.

Other Business

With no further business, Julie Miro Wenger asked for a motion to adjourn. The motion was accepted by Sue Snider and seconded by Ruth Mayer. The meeting was adjourned at 5:40 pm.

Respectfully submitted,

Michael Zeltt
Executive Coordinator