

BOARD OF DIRECTORS' MEETING MINUTES
Tuesday, November 16, 2021
4:00-5:30 p.m.

ROLL CALL: The meeting began at 4:01 p.m. Those in attendance via Zoom were Bryant Burciaga and Jeff Alm, Senedu Yaregal and David Zorn. An excused absence for Jason Whyte. Also present in a non-voting capacity were Sandra Blythe-Perry, Allison Taggart, and Todd McPherson.

CONSENT AGENDA

President.....Bryant Burciaga

No report.
 Bryant thanked Sandra and Todd for putting together the holiday appeal, Community Update letter.

Executive Director.....Sandra Blythe-Perry

See Report

Sandra reported staff is getting ready for Fresh Thanks Distribution. Sandra mentioned that IFCS received a Food Pantry Assistance Grant for \$125,000, this is in addition to the Denver grant for \$55,000. The \$55,000 grant needs to be spent by December 31, 2021. Approximately \$47,000 of that grant will be used to purchase food and the balance, \$8,000 will be for administration of program. The food Pantry Assistance Grant will need to be spent by June 2022, and about 20% will be used for administrative support. Sandra also mentioned that she submitted a grant for \$250,000, Community Development Block Grant for renovating the exterior of the building. Sandra further reported that 318 children were registered for the Helping Hands for the Holiday Program and as of this meeting, 99 still need to be sponsored, with a big donation expected to come in.

Treasurer.....Jeffrey Alm

Jeff Alm reported that cash balances are steady. Individual contributions should rise for holiday giving and also Nibbles & Sips. Jeff has no concerns at this point.

A motion was made to accept October 2021 Financial Statement by David Zorn and seconded by Senedu Yaregal. Vote was unanimous by all Board Directors in attendance.

Development and Marketing.....Todd McPherson

See Report

Todd reported that we are reminding people by different modes to get them to give. Community Update went out to 2,700 addresses. We will be asking people to reschedule for Colorado Gives Day and reaching out to people electronically every Tuesday, beginning November 30 through the end of 2021. Todd is hoping to get media coverage on November 20, 2021, Fresh Thanks Distribution. City of Littleton Elf Crawl will not take place due to COVID, but will have the Candlelight Walk, day after Thanksgiving, which will bring in small donations. Communication has been going out for the virtual Nibbles & Sips event on February 26, 2022, Todd continues with capital improvements, to include working with Sandra on an infrastructure grant and signing off on a roof contract. Timeline for completion on roof project will depend on materials availability. Roof project will be paid for by a generous donor.

Programs.....Allison Taggart

See Report

Allison reported that there was a dip in client participation in October 2021 vs October 2020. This could be due data collection requirements as well as a dramatic decrease in the number of motels

participants through our partners at Severe Weather Shelter Network and HAAT Force. Client participation in October 2021 is Denver County 34%, and 58% from Arapahoe County. Client identification card registration is ongoing. IFCS passed the Food Bank of the Rockies Client Intake Audit, so we are now approved to participate in paperless TEFAP reporting. IFCS is willing to accept new technology and accept changes that keeps us on the forefront. Contract employees are doing a well , but will not become full-time IFCS employees. Utility, recreation, and VALE will resume over the next few months, and rent will begin mid-January 2022. Bonsi Housing proposal has been accepted, about 1 mile from IFCS. Clients of IFCS seeking affordable housing will have a new option to consider. IFCS has not yet seen a significant increase in the cost of food or are experiencing food shortage for the items needed so far, as we are not reliant on one food provider or type of food.

**Communications Report.....Donna Wintz
See Report**

Sandra reported that Donna Wintz, Communications Manager, did send out press releases to local media informing them about the Fresh Thanks Distribution on Saturday, November 20, 2022. As Todd mentioned, hopefully we can get some media attention from this event.

GENERAL ORDERS

The next Board of Directors Meeting is scheduled for January 25, 2022, at 4:00 pm.

ADJOURNMENT - Meeting was adjourned at 4:45 p.m.