

## Harry Chapin Food Bank of Southwest Florida, Inc. | Board Meeting Minutes

3760 Fowler Street, Fort Myers, Florida | Tuesday, 04/28/15

Social (optional): 8 – 8:30am | Board Meeting: 8:30am or conference call: 888.236.8522; Guest ID: 352316#

**Present:** *Board Members in person:* Noelle Melanson, Ray Pavelka, Craig Folk, Kristina Rodriguez, Rabbi Jeremy Barras, Bill Dillon, David Fry, Jan-Erik Hustrulid, Ken O'Donnell, Anne Rose, Dr. Brian Schwartz, and Keith Scoggins. *Conference Call:* Bianca Ross and John Belisle. *Staff:* Miriam Pereira, Kelli King, Dave Najar, Al Brislain, and Beatrice B. Pizarro. **Absent:** Maura Matzko

1. Noelle Melanson called the meeting to order at 8:30am.

**MOTION:** Upon motion duly made, seconded, and adopted the Board approved the consent agenda.

### 2. Discussion/Action Items

- a. Craig Folk presented the Treasurer's Report. Suggestion made to implement time limits in order to encourage agencies to utilize their Hunger Walk grants. Announced that a \$150k estate notice was received, and disbursement is unknown. Satisfied with our auditors, Tuscan & Company, PA, who secured the 3-year contract last year.  
**MOTION:** Upon motion duly made, seconded, and adopted the Board approved financial reports ending March, 2015.
- b. Anne Rose presented the Marketing and Development report. Hunger Walk co-chairs are returning to lead the committee and already received two title sponsors commitments. Concerned about the slight decrease in April's fundraising but we are still on budget. Board tasked the Marketing and Development Committee to study the opportunity of implementing a donor recognition program.
- c. Keith Scoggins reported that the Governance Committee is recruiting Board members and that it recommends extending Noelle Melanson's term for another year as stated and allowed in the By-Laws. In addition, the Governance Committee recommends Keith Scoggins for Chairperson. Rabbi Jeremy Barras was presented a golden record for his six years of service.
- d. **MOTION:** Upon motion duly made, seconded, and adopted the Board approved the Charlotte United Way Agreement.

### 3. Unfinished/New Business

- a. David Fry shared an update about the Capital Campaign's progress and mentioned that goal is unmet. Kelli King will follow up with members to engage their commitment moving forward.
- b. Ortiz property is still listed and priced competitively. Mural has not commenced, pending permits.
- c. Searching for a meeting location for next month's Board Retreat. Encouraged members to complete the annual Board survey and president's performance evaluation. Al Brislain received the prestigious John Van Hegel leadership award.
- d. Al Brislain shared an update about the many food bank's activities:
  - i. Eric Hitzeman hired as Director of Operations.
  - ii. Marianne Picirilli resigned as Collier County Manager. Currently recruiting to fill the position.
  - iii. Hunger Walk raised \$325k, Empty Bowls \$60k, Boca Grande, while Steve Chapin Concert and Darin Schultz Tennis Tournament were both a success and well attended.
  - iv. Capital improvements and office expansion plans still under consideration.
  - v. The Commodity Supplemental Food Program (CSFP), a government food distribution program to distribute meals to low-income seniors in Collier County has been extended to Lee County. Submitted application to renew AmeriCorps program for a second year.

**Adjourned at 9:55 am. | Governance committee convened immediately following the board meeting.**

**\*\*\*Next Board meeting: Annual Meeting & Board Retreat: Tuesday, 6/23/15**