

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

3760 Fowler Street, Fort Myers, Florida | Tuesday, 02/24/15, 8:00am – 10:00am

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, John Belisle, Bill Dillon, David Fry, Jan-Erik Hustrulid, Maura Matzko, Ken O'Donnell, Anne Rose, Bianca Ross, Dr. Brian Schwartz, Keith Scoggins and Derek Jones. *Staff:* Dave Najjar, Al Brislain, and Beatrice B. Pizarro.

Absent: Rabbi Jeremy Barras

1. Noelle Melanson called the meeting to order at 8:30am. Joyce Jacobs was praised for her hard work and dedication to the success of several of our special events.

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.

MOTION: Upon motion duly made, seconded, and adopted the Board approved financial reports ending January 2015.

- b. Noelle Melanson explained the Northern Trust loan terms and confirmed that the loan renewal was signed.
- c. Keith Scoggins reported that at the end of the current term, the board will be losing three board members: Rabbi Jeremy Barras, Kristina Rodriguez, and Noelle Melanson. Therefore, the Governance Committee is seeking candidates to fill board member and officer positions.
- d. Document Destruction Policy deferred until next meeting.

3. Unfinished/New Business

- a. David Fry mentioned that the "Peeling Back Hunger" event in Fort Myers was successful while the Naples event was less attended. Our focus moving forward is to capitalize on the momentum by following up and scheduling appointments with potential donors, and organizing more receptions. Connie Boyd resigned as the Capital Campaign Director, therefore looking to fill this position.
- b. Noelle Melanson requested recommendations from board members about agenda topics to cover at this year's board retreat, and suggestions for an offsite meeting location to host this year's annual meeting and board retreat. Also, seeking members to serve on our committees.
- c. Al Brislain shared an update about the many food bank's activities:
 - i. AmeriCorps programs has been slow to implement but AmeriCorps members continue their efforts in nutrition education in preschools, helping out with mobile pantries, and coordinating food sorting.
 - ii. 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.
 - iii. Capital improvements and office expansion plans still under consideration.
 - iv. Marianne Piccirilli is leading our efforts in Collier County by revamping the Collier Advisory Committee. NCEF grant was renewed for \$1MM over the next three years. Also, HCFB was assigned a 2,400 caseload to distribute meals to low-income seniors in Collier County through Commodity Supplemental Food Program (CSFP), a government food distribution program. Al Brislain briefly explained the CSFP program and the positive impact to our efforts of increasing poundage distribution in Collier along with volunteer opportunities, and marketing coverage.

Adjourned at 9:35am. | Governance committee convened immediately following the board meeting.

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