



**Kansas Food Bank  
Board of Directors Meeting  
Wednesday, December 14, 2016**

**Present Directors:**

|                |                  |              |               |              |
|----------------|------------------|--------------|---------------|--------------|
| Don Meiergerd  | Daniel Eilert    | Doug Jenkins | Roger Kepley  | Brent Doonan |
| Brenda Lichman | Rebecca Rather   | Sam Seward   | Jim Shelden   | Jim Urso     |
| Tim Zynda      | Clark Goetzinger |              | *Kenny Doonan |              |

**Absent Directors:**

|                    |              |                |            |                  |
|--------------------|--------------|----------------|------------|------------------|
| Lionel Alfred, Jr. | John Keating | Helen Galloway | Dana Knott | Michael Johnston |
|                    |              |                |            |                  |

**Staff:**

|              |                     |             |  |  |
|--------------|---------------------|-------------|--|--|
| Brian Walker | Gretchen DiGiovanni | Kelly Price |  |  |
|--------------|---------------------|-------------|--|--|

12:00 PM     *Chairman Doug Jenkins called the meeting to order*

**Approval of Last Meeting Minutes presented by Doug Jenkins, Chairman**

**October 12, 2016 board meeting minutes presented. Action requested to correct Virginia Treadwell’s name in the “Present Directors” listing, noted. Motion made again to approve, seconded and approved unanimously.**

**Financial Report presented by Sam Seward, Treasurer**

**Statement of Financial Position, Balance Sheet, October 31, 2016**

- Current Assets – first four months of fiscal year are barely behind the same time period for 2015
  - Cash position is similar to last year, but down marginally
  - Inventory is down slightly
  - Investment income is up
  - Accounts receivable is noticeably down when compared to last year; most likely a timing issue
  - Fixed assets are down slightly due to increased depreciation
- Accounts payable is somewhat up
- Funds held for others is down a little due to fewer grants
- Total Assets are at 10.97M
- Current Fund Balance is (195,271) compared to last year’s balance of (177,476)

## **Statement of Activities, from October 1 to October 31, 2016**

- A little over 239K in receipts for October, which is far below the monthly budgeted amount
  - Contributions are less than 50% of the budgeted for the month. Some of this may be due to the timing of donation receipt
- Disbursements:
  - Cost of food purchased is still 95K below budget for the fiscal year
  - Salaries: In-line, but looking for another warehouse person and a driver
  - Employee Benefits cost is still slightly above budget
  - Utilities continue to increase
  - Freight increased for the month; but still below budget for the quarter. Mostly a timing issue
  - Vehicle Expense increased due to unbudgeted/unplanned repairs
  - Food for Kids is approximately 80K under budget due to timing issue only
  - Accounting and Legal fees had no expenses for October, resulting in an approximate budget savings of \$11K
- In all, for the first quarter of the fiscal year, KFB is about \$123K under budget

## **Financial Report presented, motion made, seconded and approved unanimously**

### **Tax Form 990 presented by Sam Seward**

- Form was distributed to board members
- Report is available as a public record and summarizes financials on a monthly basis. All aspects of the business's \$11.5 M in assets are displayed, including cash, inventory, CEO Salary and names of all Board Members.
- All public charities must file the report; KFB's report is filed by our auditors.

## **Tax Form 990 presented, motion made by Doug, seconded by Rebecca and approved unanimously**

### **President/CEO Report**

#### **Mobile Hygiene Pantry**

- Continues strong with 300 average households served, however November's numbers were down slightly as Bread of Life held their Thanksgiving turkey distribution on the same day.
- In the process of selecting three high schools to participate in the High School "Take Care" program. NetApp has been raising money for the project to help get it kicked off.

#### **SNAP**

- We are still participating in the GSNAP program with Feeding America. For the past two years, FA has been paying all costs for the program, except for our staffing. Starting Jan. 2017, we will pay a portion of the cost (approx. \$400 per month) to FA. We still do not have final numbers for 2016, but we do know it is cost effective.

## **BOB BOX**

- Continue strong at 400-425 boxes distributed per month in the 44 counties that distribute the program. Garden City's hospital is interested in funding the program for their own community.

## **CSFP –Commodity Supplemental Food Program**

- KFB hit our caseload for the first time and even have a waiting list for boxes in Crawford and Lyon County. Debi will be in Pittsburg for three days in December, getting Crawford County up to date. Seniors must be recertified every six months to be eligible for the program. And since there was a small increase in Social Security income in 2016, we are required to have a copy of their statements on file for each CSFP participant.

## **Amerigroup-Mobile Pantries**

- Completed the third set of Amerigroup funded Mobile Pantries in November. Nine communities were served with Amerigroup's grant, providing a total of 72,840 meals in 2016.

## **Cargill Turkeys**

- Again, Cargill came thru with a donation of over 2,500 turkeys. But still, demand was much greater. So to best serve the community, we worked with our agencies to determine their capacity and their average number served, when deciding where to send the turkeys.

## **Summer Feeding**

- Debi presented at the statewide "Summer Hunger Summit" in November. She will also travel, in January, to three additional summits sponsored by Kansas Appleseed: Goodland, Garden City and Pittsburg.

## **MPIN**

- Barber, Meade, Ottawa and Republic counties did not meet compliance requirements during Q3, All but Republic should be back in compliance by end of 4Q, with the start of mobile pantry drops in these counties.
- As of this report, we are now expecting an additional seven or eight to not meet compliance. Needing improvement are:
  - Cherokee – may increase if CSFP is approved
  - Cowley – Winfield F4K did not come on board causing a significant decrease in meals provided.
  - Elk – A location for mobile pantry drops needs to be established
  - Gray – They ran out of IAA funds and now order very little
  - Republic – Continues to be a challenge. They refused mobile pantries in Nov. and Dec. However, our summer food partner, NE-CAP, has just hired a new person in Republic and Debi is working with them to establish a monthly drop of pantry bags, potatoes, etc.

## **Empty Bowls**

- It was the third year for the Empty Bowls Chili Cook-Off. Brenda's group raised \$17K again this year, without any outside funding.

## **Staffing Changes**

- Bruce Bartel replaced Bo Key as Operations Manager, with Bo returning to over the road driving.

### **The Beacon in Fort Scott**

- Bob Eckles, from our partner agency in Ft. Scott, retired after numerous years of service to the community. Bob was instrumental in helping us get the summer food program established there. Debi presented him with a “Hunger Hero” award at his retirement reception. Their board was very appreciative that KFB made the trip to honor him.

### **Independence Update**

- Operation of the Independence facility is still being considered. Richard, who managed the facility for a number of years, has reached retirement age. It would make the most sense to sell the facility and then rent a space to store F4K boxes for delivery. That same space will serve as a drop site for monthly agency pick up. This will be discussed in depth in January and options will be brought before the board in February.

### **Invest an Acre**

- The “Invest an Acre” program has ended. Monsanto did not renew the match for Feeding America. Many of our partner agencies took advantage of this program and relied on that match. We were able to bring on some new partner agencies in underserved counties with IAA, so we will monitor how well those agencies progress.

### **Food 4 Kids**

- FS Production is in the process of creating a video for us about the F4K program. They interviewed a donor, volunteer, coordinator and Brian. No statistics are given so the film will not be out of date in a few months. The plan is to use this video for donor meeting, to show to potential volunteers, etc.
- December started out very rough playing catch up to make enough F4K Packets for the monthly delivery. A call went out for volunteers and we are back on track.

### **Catholic Weekend Food Packets**

- Things are going well with St. Vincent de Paul’s funding and pickup/delivery of the F4K packets for their schools. Their numbers are less than expected. However, they would like to expand the program to other Drexel schools in 2017. Specific areas would include Pittsburg and Kingman.

### **Pounds Report**

- For this fiscal year (starting in July), we have run 77 mobile pantries, serving 4,659 households. Total pounds to date: 5,529,847 which equates to 4,608,205 meals. We are within 50,000 pounds of last year’s number.

### **Gretchen DiGiovanni Report**

- Gretchen distributed a development report showcasing all the new, directed, and recurring proposals she’s submitted, as well as a list of upcoming proposals to process. Also included were notable connections made, meeting attended and planned and submitted solicitations. She continues her work on developing a “Major Gift” strategy and will report in upcoming meetings.

## **NEW/OLD BUSINESS**

- Presentation made to Kenny Doonan for his outstanding service, upon his retirement from the board this year. Kenny was also announced as a new member to the Emeritus Board
- Capital Campaign
  - Paul and Virginia Treadwell have resigned their Board, leaving the Capital Chair position vacant
  - Anyone interested, please notify Brian
  - Need to get committee formed
  - Continue making calls and visits to potential donors
  - Negotiations with the owner of the property south of KFB still on-going
  - Doug asked each board member to participate in donating to the campaign
  - Spirit has pledged to donate its annual Supplier Golf Tournament proceeds for the next three years

*1:00 PM Chairman Doug Jenkins dismissed all non-board members to hold private discussion with board members*

**Next BOD meeting is scheduled for  
Wednesday, February 8, 2017, 7:30 AM Kansas Food Bank  
Conference Room**

Drafted by

Kelly Price

Approved and Submitted by

*Jim Shelden*  
Jim Shelden  
Secretary