



Feeding South Dakota
Board of Directors Meeting Minutes
Tuesday, November 15th, 2016
Conference call

Present: P. Mahon; M. Sandlin; L. Jarding; R. Thompson; R. Aguilar; D. Birath; C. Halverson; J. Schmitz Jensen; R. Englund; S. Erpenbach; B. Bonhorst; T. Worsley; E. Beck; T. Sharp **Absent:** B. Bird; M. Gassen **Guests:** Kerri DeGraff; Emilie Goben; Chad Olson; Neil Hlebichuk;
The meeting was called to order by 9:00 am CDT
Invocation said by Max Sandlin

I. Consent Action Items

- A. Approval of the October 18th, 2016 Minutes. *M) J. Schmitz Jensen; S) C. Halverson; Approved Unanimously*
- B. Approval of November 15th, 2016 Agenda *M) R. Aguilar; S) D. Birath; Approved Unanimously*

II. New Business

A. Board Chair Report (M. Sandlin)

- i. 2015-2016 Strategic Goals
 - a. The number of underserved counties dropped from 20 to 16 counties (Bon Homme, Codington, Hawking, Fall River)
 - b. Increase the percentage of foods to encourage, October was 71%, and the trailing 12 months is 64%.
 - c. Distribution for the month of October totaled 1,084,883 pounds. The monthly distribution level was down 13% from the 1,253,000 pounds budgeted for the month. Year-to-date distribution totaled 3,798,046 pounds, which was 3% higher than the same period last year, although 22% below budget.
- ii. December 20th Board Meeting will be considered canceled unless an emergency meeting is called. *M) P. Mahon; S) B. Bonhorst; Approved Unanimously*

B. Governance Committee Report (C. Halverson)

- i. Board Education: Food Giveaways in Eastern South Dakota (Neil Hlebichuk)
 - a. Goal is to partner with local agencies in counties that are underserved.
 - b. In 10 months there have been 25 giveaways in 10 counties and averaged 10,000 pounds of food at each. The food that is distributed is 70%-72% foods to encourage.
 - c. Other agencies are asking us to do giveaways in their communities and agencies are expanding their programs including adding a backpack program or the Senior Box Program.
 - d. The local community has been a great support through donating and volunteering. They are shocked by the need and stepped up to help their neighbors.
- ii. Strategic Plan was brought forward for approval *M) J. Schmitz Jensen; S) S. Erpenbach; Approved Unanimously*

C. Programs Committee (R. Aguilar)

- i. Committee discussed new charter of work metrics.
 - a. Reset 2017 unit cost metrics and goals to account for the new facilities.
 - b. Develop unit cost metrics and targets for total food and food subsets.
 - c. Set 2018 targets for new unit cost metrics.
 - d. Finalize alignment of Feeding South Dakota and Feeding America metrics and goals.
 - e. Finalize and deliver a "Governing Board" Critical/Key monthly performance metrics (MIS) to initiate review and action.
- ii. Neil Hlebichuk's role has moved from Eastern Operations Manager to Manager of Food Industry Partnerships. Chad Olsen will absorb the role of the Eastern Operations manager.

D. Finance Committee (R. Thompson)

- i. October Financial Results



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- a. The net operating fund deficit for the month of October was (\$4,130). This compared favorably to a budgeted deficit of (\$141,700) and the prior year's October deficit of (\$191,735).
 - b. Revenue and support for the month of October totaled \$ \$441,477 exceeding budget and last year by 43% and 76% respectively. As compared to budget and last year, the favorable variance resulted from higher business and foundation support, as well as an increase in state grant revenue for the reimbursement of TEFAP expenses, which totaled \$37,194. Approximately \$100,000 of the favorable revenue variance resulted from the timing of the contributions versus budget and the prior year.
 - c. October operating expenses which was virtually even with budget and last October.
 - d. The net operating fund deficit for the first four months of the fiscal year was (\$441,464) and compared to a budgeted net operating fund deficit of (\$287,500). Last fiscal year at this time, our deficit was (\$401,169).
 - e. Cash and Investment totaled \$1.7 million, decreasing \$106,700 from the previous month. At the end of October, our board operating reserve reflects a 30-day reserve level versus the 90-day reserve goal.
 - f. Year-to-date capital expenditures totaled \$347,044. The final construction payment to Jans Corporations for the Sioux Falls building project was made for \$156,000.
- E. Public Relations & Development Committee (K. DeGraff)**
- i. Marketing – November Events have been sent out along with a list of media stories
 - a. Subway Good Deed Feed – National partnership with Feeding America. 70% of sales from South Dakota will benefit Feeding South Dakota.
 - b. Showdown Series Football game – Get off the Bench – hopes to raise \$19,000.
 - c. Turkey Giveaway is Friday and Saturday – hoping to have a lot of media coverage.
 - d. Holiday Giving is ramping up.
 - e. The new RFP, Gizzard, has been chosen to work for us starting July FY18.
 - f. Holiday cards will be mailed for Thanksgiving, Christmas and yearly memorial cards.
 - g. Donor recognition meetings are taking place and should finish by end of November. Matt will be meeting with 20 significant donors and will be asking Board members to come along to those meetings if you are available.
 - h. Media – Argus will be covering BackPack program, Inside Keloland airs Sunday Nov 20 to talk about childhood hunger and the pantry.

Moved for adjournment at 10:02 am CDT *M) P. Mahon; S) R. Englund; Approved Unanimously*
Next Meeting: Conference Call on January 17th, 2017
Respectfully Submitted, Emilie Goben, Executive Assistant
Approved by Lesa Jarding