



**Feeding South Dakota**  
**Board of Directors Meeting Minutes**  
**Sunday and Monday, September 18<sup>th</sup> & 19<sup>th</sup>, 2016**  
**Fall Face To Face Board Meeting**  
**4701 N Westport Avenue**

**Present:** M. Sandlin; L. Jarding; R. Aguilar; P. Mahon; R. Englund; S. Erpenbach; B. Bonhorst; T. Worsley; R. Thompson; C. Halverson; T. Sharp; D. Birath; M. Gassen **Absent:** B. Bird; J. Schmitz Jensen; E. Beck;

**Guests:** Sue Willard; Kerri DeGraff; Emilie Goben; Chad Olson; Margaret Sumption

The meeting was called to order by 1:40 pm CST

Invocation provided by Matt Gassen

**I. Consent Action Items**

**A.** August 16<sup>th</sup>, 2016 Minutes *M) D. Birath; S) R. Aguilar; Approved Unanimously*

**B.** September 18 & 19<sup>th</sup>, 2016 Agenda *M) R. Thompson; S) C. Halverson; Approved Unanimously*

**II. New Business**

**A. Board Chair Report (M. Sandlin)**

**i.** 2015-2016 Strategic Goals

**a.** The number of underserved counties is 20

**b.** Percentage of foods to encourage in August was 57%, and is at 64% for the last trailing 12 months.

**c.** Distribution for FY16 was 13.5 million pounds of food and August was 890,000 pounds.

**B. Governance Committee Report (C. Halverson)**

**i.** Board Members signed their annual conflict of interest forms.

**ii.** Reviewed the Board Self-Assessment Results – Reviewed questions that had less than a 70% approval rating. Also reviewed a list of potential board education pieces such as: poverty coaching, food forest project, and our agency partners.

**iii.** Strategic Plan – Margaret presented a draft plan created by Feeding SD staff along with her findings to the board. The board then spent time in small groups discussing relevant strategic priorities and steps to accomplish them by June 30, 2019. The small groups shared their findings with the larger group and based on those conversation Margaret will put together a draft strategic plan for the October board meeting that includes steps to accomplish the 4 strategic goals.

**Monday September 19<sup>th</sup>**

**Present:** M. Sandlin; L. Jarding; R. Aguilar; P. Mahon; R. Englund; S. Erpenbach; B. Bonhorst;

T. Worsley; R. Thompson; C. Halverson; T. Sharp; D. Birath; M. Gassen **Absent:** B. Brid; J. Schmitz

Jensen **Guests:** Sue Willard; Kerri DeGraff; Emilie Goben; Chad Olson

**C. Public Relations & Development Committee (K. DeGraff)**

**i.** Fund Development

**a.** Kerri presented an overview of FY16 giving report.

**b.** Donor Recognition Plan - Development is asking that each board member along with the CEO help with a minimum of 1 donor call and to pass out donor recognition pieces

**c.** Endowment Campaign 1. Rapid City Collective Impact Group can possibly be an opportunity to ask for an endowment gift to fund a new position that works with food insecurity in Rapid City. 2. Reaching out to FSD major donors to be a part of our endowment campaign.

**ii.** Marketing and Events Update – Possibility to start an Empty Bowls event in Pierre.

**D. Programs Committee (R. Aguilar)**



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- i. Chad presented a graphical representation of our food bank compared to 14 other food banks in 12 different categories such as, foods to encourage. The program committee chose 14 food banks that are similar in structure to Feeding South Dakota and 12 metrics the board is interested in following. The programs committee will report back to the board on a quarterly basis.

**E. Finance Committee (R. Thompson)**

- i. Sue presented the FY 16 Program Financials
  - a. 96% of our revenue was spent on programs, 2% on administration, and 2% on fundraising.
  - b. Food Banks accounted for 63% of our total food distribution. Food Pantries accounted for 18% of our total food distribution. Backpack Program accounted for 5% of total food distribution. Mobile Food Pantry accounted for 4% of total food distribution. USDA Commodity program accounted for 10% of total food distribution.
- ii. KPI's for FYTD 2017
  - a. Distributed 1.7 million pounds which costs \$0.42 per pound, and equals 1.4 million meals. Operating cash on reserve was 2.3 months' worth and had 46 days of inventory on hand.

**F. Organizational Update (M. Gassen)**

- i. Staff Updates –Jenny Beck has started as the Sioux Falls Pantry Associate. Holding interviews for a Sioux Falls Warehouse Driver Associate and interviewing for Rapid City Pantry Associate.
- ii. Much of the board discussion included what the new normal is and facility capacity. Board questioned if it is more important to distribute more pounds of food or reduce poundage for the sake of increasing foods to encourage? The board will continue the discussion about how increasing foods to encourage will affect the budget over three years to reach strategic goals.
- iii. Backpack Program starts Tuesday, September 20. An estimated 5,200 bags will be distributed to children in Sioux Falls and Rapid City.
  - a. In FY16, 88% of backpacks went to elementary schools, 10% to middle schools and 2% to high schools.
  - b. The new Axtell Park Middle School Pantry and the Yankton School pantry will reach older students and their whole family whereas the Backpack Program was not being used by older children even though the need was still there. Last week the Yankton School Pantry distributed 3,000 pounds of food, 1,000 pounds was produce that was donated locally.
- iv. Senior Box program serves over 3,000 monthly boxes to eligible seniors in South Dakota. The Sioux Falls Food Pantry is now distributing these boxes to qualifying seniors who then can visit the pantry as a monthly guest.
- v. Sioux Falls Food Pantry saw a dip in visits in July due to the move, but in August saw an increase of more than 200 guests compared to last year in August. Sioux Area Metro will not have a bus route that visits the pantry, but staff is looking at creative solutions to solve this problem.
- vi. Wind Cave National Park will be harvesting elk and approached us about receiving the meat and distributing it primarily on SD Native American reservations which our Mobile Food Pantry program can do. Sportsmen's Against Hunger has offered to pay up to \$10,000 in processing fees.
- vii. Community Impact
  - a. Rapid City Collective Impact – is a group of local leaders taking the lead to make a difference in Rapid City through the use of collective impact model and through the collaboration of local agencies providing care for people in need. Currently the group is



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working on a strategic plan. This plan may include a funded position for Feeding South Dakota that would focus on food insecurity and partner agencies.

viii. Facilities

- a. Sioux Falls found out there were a few leaks in the building during the latest rain fall. Luckily this can be fixed under our contract. The city of Sioux Falls also informed us that staff is not allowed to park on gravel, however large trucks can. It was estimated to cost \$75,000 to complete the parking lot. If money is not raised, board wanted to apply for a variance with the city to find more time to complete it.

Moved for adjournment at 11:45 am CDT *M) R. Thompson; S) T. Worsley; Approved Unanimously*  
Next Meeting: Conference Call October 18<sup>th</sup>  
Respectfully Submitted, Emilie Goben, Executive Assistant  
Approved by Lesa Jarding