

**Foodnet Meals on Wheels
Board of Director's Meeting
February 11, 2008**

Present: *Board Members:* Joy Blumkin, Loren Colbert, Christine Decker, Melissa Gatch, Eloise Greene, Jim Henery, Bob Herdt, Sonya Islam, Lorraine Johnson, Liz Norton, Mary Opperman, Cathy Paddock, James Pratt, Elizabeth Schneider, Bill Tomek and Margaret Washington.

Excused: Loren Gardner.

Staff: Stephen Griffin, Carolyn Arnold

Chairperson Mary Opperman called the meeting to order at 6:17. Appreciation was expressed for the high level of attendance and for the array of snacks.

Minutes of the January 14, 2008 Board meeting: motion to approve by Bob Herdt, seconded and carried.

Committee Reports:

Nominating/Bill Tomek: Bill presented 2 motions on behalf of the nominating committee. The first motion was to approve the election of members for the 2008 Board of Directors as follows:

New Board members:	Sonya Islam, Lorraine Johnson and James Pratt
Returning Board members:	Jim Henery and Bill Tomek

The second motion was to approve the election of officers for 2008 as follows:

Chair	Mary Opperman
Vice Chair	Bill Tomek
Treasurer	Bob Herdt
Secretary	Cathy Paddock

Chris Decker seconded both motions; the votes were taken and carried unanimously. Members then took the opportunity to introduce themselves to one another.

Outgoing Board members Loren Colbert and Liz Norton were thanked for their many years of dedicated service to Foodnet Meals on Wheels and presented with certificates of appreciation.

Finance/Bob Herdt: The Profit and Loss statement for January 2008 is positive in that it reflects that we are over budget on income and under budget on expenses Bob then directed our attention to a document outlining the activity in the Donations Account for 2007. Of the \$120,285 raised in 2007, \$65,621 went to support targeted and direct service expenses, and \$61,500 was transferred to the Operating Account for general operating support. \$46,578 was carried forward into this account from the previous year, and the \$39,743 remaining on 12/31/07 was carried over into 2008. A review of these transactions reinforces the growing need for private support and the importance of the Development Committee's efforts to garner this support.

Work has begun on the annual audit, the results of which will be presented at a Board meeting later this spring. The auditor met with members of the Executive committee and complimented Foodnet Meals on Wheels for the high standard of its accounting procedures.

Board members were asked to read and sign the "conflict of interest" statement distributed at the beginning of the meeting. Staff members have a similar document in their Policies and Procedures handbook. Executive Director Steve Griffin responded to a question about liability of Board members in the event of a lawsuit or other legal entanglement. Foodnet Meals on Wheels provides Directors and Officers insurance for all of its Board members.

Development Committee/Loren Colbert: To date, \$7393 has been raised in annual donations, as well as the \$2000 from the Tompkins Trust Company for their role as lead sponsor of our fall "Wheel-a-thon". Loren provided an operational overview of the Wheel-a-thon and outlined its role in our overall fund raising effort. During the 6 years that the Wheel-a-thon has been in operation, participation has grown from 50 people to over 300, making it a

valuable promotional/publicity tool in addition to its importance as a fundraiser. Members who are interested in development are urged to join the committee.

P.E.P. Committee/Liz Norton: No meeting was held so there is nothing to report.

Buildings and Property/Jim Henery: Jim presented 2 motions for consideration by the Board. The first was a motion to approve the purchase of 2 new delivery vans in cooperation with the Tompkins County Purchasing Department using \$33,000 set aside in the Tompkins County Office for the Aging 2008 budget equipment line established for that express purpose. The motion was seconded by Eloise Greene and carried. Jim then presented a second motion to approve the disposition of the 1997 Dodge Cargo Van and one 2001 Ford Windstar Van, by consigning them for sale at auction. The proceeds would then be set aside to go towards a future van replacement. Lauren Colbert seconded the motion, and it carried.

Staff Report/Carolyn Arnold: Carol Ackley has been hired to fill the new Nutrition Outreach worker position. She will spend half of her time doing outreach and the other half doing assessments. Carolyn distributed a copy of the letter that went to all Foodnet Meal on Wheels home delivery clients explaining a new federal guideline which encourages those recipients with incomes above \$1574 per month (\$2110 for couples) to contribute the full cost of the service (\$6 per hot or frozen meal). We currently do not have any record of which participants contribute to the cost of their meals, or the level at which they contribute. Discussion ensued as to whether this would be useful information, and if so, how it could be gathered and still ensure the privacy of the program.

Staff Report/Steve Griffin: Steve outlined some of the highlights from 2007. In response to a marketing analysis, our "dba" name was changed from "Foodnet" to "Foodnet Meals on Wheels". The number of meals served increased 7 % over the previous year, and fund raising increased by more than \$20,000. Our participation in the Food Stamp outreach program was a factor in securing the newly created Nutrition Outreach worker position, COLA funds through New York State enabled us to address needed salary improvements, and we increased our visibility with young adults through both the "Tomorrow's Leaders" and "Jump on Board" programs. 2008 would be a good time to review the by-laws and employee handbook; members of the Executive Committee will provide leadership for this task. A donation was gratefully received from a staff member in honor of the work of the Foodnet Meals on Wheels Board and volunteers.

Executive Committee Report/Mary Opperman: none

Following a motion, the meeting was adjourned.

Respectfully submitted,

Cathy Paddock, Secretary