

# FOOD BANK OF THE SOUTHERN TIER

## EXECUTIVE COMMITTEE

Tuesday, October 13, 2020

8:00 AM – 10:00 AM

### AGENDA

<u>TOPIC</u>	<u>FACILITATOR</u>	<u>ACTION</u>	<u>TIME</u>
1. Welcome and Call to Order	Joe Thomas		2
2. Opening Prayer	Steve Hoyt		2
3. Approval of September 8, 2020 Minutes	Joe Thomas	Approve	1
4. Check-in	Joe Thomas	Discuss	10
5. Strategic Plan Update	Natasha Thompson/ Jeanette Batiste-Harrison	Discuss	50
6. COVID-19 Updates	Natasha Thompson/ Meghan Parsons/ Tim Currie	Discuss	20
7. FBST/MOW Alliance Update	Natasha Thompson	Discuss	10
8. Personnel Update	Laura Opelt	Update	10
9. Other Business	Joe Thomas	Discuss	5
10. Executive Session	Joe Thomas	Discuss	5

#### Next Meeting:

Tuesday, November 10, 2020

8:00AM – 10:00 AM

Opening Prayer: Mary Pat Dolan

RSVP to [Lynn.Dates@foodbankst.org](mailto:Lynn.Dates@foodbankst.org)

# Food Bank of the Southern Tier

## Executive Committee Meeting

Tuesday, September 8, 2020

8:00 am – 9:30 am

Board Member	In Attendance	Unable to Attend
Joe Thomas (Chair)	X	
Steve Hoyt	X	
Mary Pat Dolan	X	
Jessica Renner	X	
<i>Ex-Officio</i>		
Laura Opelt	X	
Natasha Thompson	X	
<i>Staff/Guest</i>		
Tim Currie	X	
Meghan Parsons	X	
Lyndsey Lyman	X	
Lynn Dates	X	
Erin Summerlee	X	

### 1. Welcome & Call to Order

Joe Thomas called the meeting to order 8:02 am.

### 2. Opening Prayer

Jessica Renner led the opening prayer.

### 3. Approval of the August 11, 2020 Minutes

*Steve Hoyt made a motion to approve the August minutes.  
Mary Pat Dolan seconded. None opposed. Minutes approved.*

### 4. Check-in

Committee members went around the room and provided updates on their personal & professional lives.

### 5. Food Bank Advocacy Priorities

Joe Thomas congratulated Lyndsey Lyman and the Advocacy Committee for hosting a successful press conference with U.S. Senator Kirsten Gillibrand at the Food Bank, September 2, 2020 in support of her new legislation, The Ensuring Nutrition for America's Students Act.

Board Member and Advocacy Committee Chairperson, Erin Summerlee, provided background behind the development of Food Bank Advocacy Priorities. She explained that developing priorities will help define what the Food Bank supports through its advocacy efforts and define the strategy behind the work; she requested feedback with regards to the format and process.

Advocacy and Education Manager, Lyndsey Lyman, reviewed the timeline, highlighting who is involved and which tasks have been completed. She then reviewed the results of the initial focus group and client survey and requested feedback from the Executive Committee. Joe Thomas noted that two examples of Advocacy Policies were discussed and should be shared with the BOD. Laura Opelt pointed out that client numbers seem to be declining at the same time we note increased need. Lyndsey explained that despite the need, the stigma behind food insecurity remains. Clients have noted that their need for help was more likely due to delays in P-EBT or unfulfilled unemployment benefits. Meghan Parsons added the following points to consider when sharing with the

BOD: Share the current description/definition of the Advocacy Committee and provide stories around the survey results to help illustrate and support the need for Advocacy Priorities. In conclusion, Natasha noted that Advocacy Priorities will provide a framework for the things that we will support, further pointing out that the Advocacy Committee is 4-years old and this exercise reevaluates its purpose. Joe Thomas advised that the BOD presentation be concise so there is time for discussion. The group commended the work of Erin and Lyndsey.

## 6. COVID-19 Updates

Natasha, Tim, and Meghan reviewed their COVID-19 BOD update presentation which included YTD data, Client Demand, Fundraising, and Phase 2 Updates.

Tim reviewed Distribution, noting that we are “leveling out”, agencies are still tracking ahead of last year’s totals, and we are running 30+ MFPs and 10 CFDs thus reaching many more people. He reviewed receipt progression through the year, noting that there is variety and a lot of free food, however, we don’t currently have space for donated food. He added that there was no VAP over the past few months because it has transitioned to CARES.

Natasha reviewed Client Demand, pointing out that pantries have served 20% more households than 2019 and meal sites served 18% more meals in August compared to 2019. She added that meal sites are more volatile, and some have closed until they determine the best way to serve clients.

Tim reviewed Updated 2020 Projections explaining that recurring disaster relief expenses are an additional \$52,000 each month, and he raised the topic of disaster relief spending in 2021. He also discussed potential excess reserves as we approach end of year. Joe Thomas added that spending a bit more is appropriate as we work to find people who need food.

Meghan provided an update on fundraising and pointed out that we’ve surpassed the total number of gifts received in 2019. As she reviewed month-over-month increases, she mentioned that August is typically a slow month for giving, however, we’ve received \$583,000 versus \$146,000 in August 2019, and that we’ve mitigated a summer slump.

Natasha provided Phase 2 planning updates, sharing that we’ve hired a new Volunteer Coordinator as the Volunteer Program has expanded to five days per week. With regards to the CFD transition, she explained that we are working with the most capable sites as the program wraps up and that we’ll continue to pilot smaller scale MFPs throughout the service area. She added that the Backpack Program will provide the option of produce boxes or snacks during the 2020-21 school year. She also reported that the 2020 Workplan is complete and was shared with staff at the August staff meeting. Natasha updated the group on three grant funded projects: Needs Assessment, Strategic Planning, and Equity, Diversity and Inclusion, reminding the group of the proposed use of funds from FANO and Excellus. The group discussed technology upgrades and Joe Thomas offered to connect Natasha with a Cornell retiree who developed the concept of “hot desks”.

## 7. September BOD Meeting Agenda - The Committee discussed the Board agenda and meeting content.

**Foodnet Meals on Wheels Discussion** – The Committee discussed the topic for the remainder of the meeting.

## 8. Other Business

Adjourn 9:46 am

Minutes respectfully submitted by,  
Lynn Dates, *Executive Assistant to*  
Natasha Thompson, *President & CEO*