

**MANNA FoodBank
Board of Directors Meeting**

Date: September 23, 2020	Begin Time: 5:30	End Time: 6:30	Total Time: 1 hr
Members Present: Kathy Arriola, Leeann Bridges, Judy Butler, Keith Collins, Mary Davis, Melody Dunlop, Ron Edgerton, John Forsyth, Bud Hughes, David Jenkins, Jim Mathews, Kip Marshall, Steve Metcalf, Karen Olsen, Jerry Prickett, Calvin Tomkins, Sage Turner, Ed Zaidberg			
Location: Online			
Staff Members Present: Nancy Flippin, Jill Hansen, Mary Nesbitt, Hannah Randall			
Members Absent: Keynon Lake, Louise O'Connor			
Topic/Member	Discussion/Recommendations/Conclusions	Notes FRAC	
Call to Order	Steve Metcalf called the meeting to order and presided. He called on Melody Dunlop to state the mission and vision of MANNA FoodBank		
Consent Calendar	The minutes of the August board meeting, previously distributed, were approved as written.	Approved	
Finance Committee, Budget for October thru December/ Mary Davis, Nancy Flippin	<p>Mary Davis began by presenting the proposed budget for October thru December, 2020. Pointing out that budgeting for one quarter is difficult, Mary praised Nancy for her work.</p> <p>Mary reported that based on giving trends, development is budgeting an increase of 8% over the prior year's budget for the same time period, though it is a decrease of 15% of receipts for the quarter in 2019.</p> <p>Referring to a Summary of Budget, Mary reported that Gov't grants include a second payment of \$500 K from NCDHHS approved by governor for disaster response PLUS an additional \$1 million just recently approved that must be spent by Dec. 31. Other amounts include SNAP and TEFAP.</p> <p>Mary Nesbitt pointed out event funding is greatly reduced but that there is anticipation of significant income from a new partnership with the real estate association as well as event sponsorships (Empty Bowls will be a sellout).</p> <p>MANNA is reducing the fee for COOP product for the quarter to provide some financial relief to many agencies utilizing this product to supplement their distributions.</p> <p>Moving to Expenses, Mary and Nancy reported the following:</p> <p>Hazard pay has been added to the budget for the quarter and will continue until move to Phase 3. There continues to be a</p>		

	<p>need for temp labor staffing. Overall wages and benefits budget have been adjusted based on actual payroll.</p> <p>The budget reflects Postage and Printing increases for the quarter based on direct mail.</p> <p>Product Purchasing reflects \$1.5 million for state COVID funds as well as expenditures for COOP, MP, and SAM. Regular COVID funds will be held over for the next budget.</p> <p>Nancy pointed out an error in the benefits and said she would correct and send final version</p>	
<p>Future Facilities Committee/ Hannah</p>	<p>Hannah reported on work done by a committee including David, Jim, Judy, Steve, A. Tyler (consultant), and Hannah. Others? The report prompted a lively and lengthy discussion.</p> <p>The committee has met twice, though one meeting was cut short by the unplanned arrival of Governor Cooper.</p> <p>The bottom line is that MANNA needs more space, having already had to lease space for product and personnel. COVID has made it a current need but one that will go away post virus.</p> <p>Among the issues are MANNA being in a floodplain, plan for a greenway, some petty theft, and the increase in need for warehousing and parking as the most obvious.</p> <p>Hannah reported that the issue has become a visionary exercise about ideas beyond operations. For example, connecting with farmers and exploring alternative energy sources.</p> <p>Acquiring Debt to meet facility upgrades was the most discussed issue regarding future facilities. Kip said that debt should be the last option, not ruling out debt but prioritizing what we need to do and then determining how debt will be a factor. Ed said debt should be part of the process. He and Melody wondered about the viability of selling the current facility. Jim suggested that MANNA look at others in terms of how they have managed debt, and pointed out how far beyond the last campaign MANNA has moved. “Go after big funding.” Cal suggested looking at other food banks for ideas. Steve said that incurring debt would be the last priority. Hannah said that we have to balance what we have with what we need as a very important part of any consideration.</p>	
<p>Business Old and New</p>	<p>No old business. No new business</p>	
<p>Handouts</p>	<p>Meeting Agenda, Summary and Copy of Proposed Budget for Oct – Dec. 2020</p>	

Adjournment	6:30 P. M.	
Next Meeting	At 5 P.M. in Laurel's Kitchen, 627 Swannanoa River Road, June 19	

Submitted September 25, 2020

Jerry Prickett, Secretary