**Fannin County Family Connection**

**Board Minutes**

**January 19, 2023**

ATTENDANCE

Present: Jim Brumbelow, Theresa Dillard, Robert Gleadall, Michael Kilpatrick, Chris Martinez, Tom Niswander, Anna Speesen, Jim Yacavone via Zoom, and Candice Youngberg.

Absent: Sherry Echelberger, Jane Kimzey, and Gordon Riddoch,

Staff present: Sherry Morris and Kristy Lindstrom

CALL TO ORDER & APPROVAL OF MINUTES

The meeting was called to order by Tom Niswander

Motion made by Robert Gleadall and seconded by Jim Brumbelow to approve the meeting minutes from November, 2022, as we did not meet in December. Unanimously approved.

OFFICIAL BOARD BUSINESS

1. Motion to approve Resolution 2023-02, the amending of bylaws, made by Jim Brumbelow and seconded by Michael Kilpatrick. Discussion reminding all of the email sent On January 4 detailing the updates and changes. Resolution passed unanimously. The original is on file at FCFC and a copy is attached.
2. Motion to approve Resolution 2023-01, appointing Sherry Morris as the authority to sign for and receive Impact100 Grant funds, made by Theresa (TC) Dillard and seconded by Candace Youngberg. No discussion. Unanimously approved. The original is on file at FCFC and a copy is attached.
3. Motion to conduct annual board meeting on March 16, 2023, at 8:30 a.m., made by Tom Niswander and seconded by Jim Brumbelow. No discussion. Unanimously approved.

COMMITTEE REPORTS

1. Finance – Tom Niswander –
   1. Reviewed Mid-year P & L and Balance Sheets (see attachments). Donations higher than expected and expenses less than budgeted. Tom stated we are in strong shape at this point. He pointed out that our Restricted money may need a separate P & L in the future.
   2. Scope of Food Purchase Changes—in the past, FCFC purchased hams for holidays and Feed Fannin (FF) reimbursed but now FF will pay directly; in the past FF paid for eggs and FCFC reimbursed but now FCFC will pay and FF will reimburse. Treasurer, Tom Niswander, made motion to accept amended budget to show changes in food purchases. Motion seconded by Jim Brumbelow. No further discussion. Unanimously approved. Food distribution is back on regular schedule of once every three weeks for families with children and once every four weeks for non-child families.
   3. Impac100 Revised Budget—See attachment. Impact100 awarded $69,000 of the $85,000 request by FCFC in their grant proposal. With the grant not being fully funded FCFC will review options with Impact100 for them to determine the final means for spending money.
   4. Capitalization of new van-- Depending on the discussion with Impact100 regarding grant money, a motion was made by Tom that FCFC spend up to $14,000 of capital money, if needed, to fully fund van. Michael seconded the motion. No further discussion. Unanimously approved.
   5. Audit & 990T Tax Return-- Audit final report likely not returned to FCFC for one to two months. Initial comments were that were not in major findings.
2. Nominating Committee—Robert Gleadall
   1. Potential board members—Chairperson has a list of four potential new board members and current board members added three more names to the list.
   2. Discussion was held on accepting all candidates upon reviewing of applications and their desire to commit to FCFC.
   3. Develop Timeline for recruitment, application, first meeting—All potential board members will be asked to confirm their interest in joining. Then they will be provided with a time to tour the facilities and learn what it means to be a board member as well as ask questions. The goal is to have members confirmed at either February or March meeting. If at March meeting, the current members will conduct vote prior to the annual meeting and then have new members join in the annual meeting.
3. Fundraising –Sherry Morris
   1. Recap & Financial Report—See handout regarding Christmas Tour of Homes which earned FCFC over $31,000. Kristy acted as point-person for the fundraiser this year. Will follow this model next year which still allows for the committee to oversee and carry out needed duties.
4. Strategy Teams—Sherry Morris
   1. Mental Health Awareness – Articles concluded in December. The committee will be evaluating the direction in which they want to go during their next meeting.
   2. Poverty Awareness—Neither of the fall trainings requested by the Ambassador Connection Team (ACT) members materialized. Revamping and seeking church groups and others to join and reenergize the group.
   3. Civic Dinner—A follow-up and data review meeting will be held prior to the February collaborative at 9:30 a.m. on Feb. 10. All are invited to attend.
5. Communications & PR—Kristy Lindstrom— The Tour of Homes thank you ad was designed by Michael and Kristy and ran in the News Observer. The FCFC website is updated daily and members are encouraged to view often and share with others. Currently working on the newsletter to be sent to donors, board members and others of interest. The warming shelter thank you flyer will be placed in News observer as soon as possible. Again, Michael was thanked for his continued support and assistance with marketing materials. There was a discussion regarding the holding of another Open House at FCFC to continue to promote the services provided.

Director’s Report: Sherry Morris

1. Sherry reviewed handouts of monthly statistics. See attached.
2. Data Review—Meeting to review civic dinner and make plans for FC focus for next year will be held on February 10 at 9:30 a.m.
3. TSEMC Grant application—Sherry pursing.
4. Warming shelter review—very successful collaborative event with local government agencies, businesses and community members. Meeting was held last week to review the successes and areas of improvement for the event.
5. Upcoming events—see agenda for dates and information.

Adjournment

Tom Niswander adjourned the meeting at 10:15 a.m.

Minutes submitted by Theresa TC Dillard

Next Board meeting – February 16, 2023, at 8:30 a.m.

Signed: Secretary \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_