Fannin County Family Connection

Board Minutes

Zoom and in person.

*Date: May 14, 2021* Meeting *called to order by* Cathy Cox-Brakefield

In Attendance

Present: Cathy Cox-Brakefield, Jane Kimzey, Doug Beck, Tom Niswander, Jim Yacavone, Sherry Echelberger, Anna Speessen (Zoom) Maureen Escott,

Absent: Joan Rearick, Laura Thomas

Staff: Sherry Morris, Kristy Lindstrom

Approval of Minutes

The minutes from the last meeting were reviewed. A motion was made by Jim Yacavone and seconded by Sherry Echelberger to approve the minutes. All were in favor of approval.

Committee Reports and other miscellaneous

Gabrielle Stewart, Regional Manager for Family Connections:

She gave a brief presentation on Resilience in a Community. She discussed “Building capacity, Community Awareness and System Change.” Gabrielle complemented us on our successful Civic dinner and for generally meeting the standards for our area.

Fundraising:

We have committed to the Christmas tour of homes. We discussed 6 or 7 possible homes for this December. Everyone was asked to think about anyone they know who might be willing to open their homes. Kristy Lindstrom will assist in the PR for his project and its organization.

Joan Rearick has resigned from the board. Maureen Escott has agreed to stay on the fundraising committee. Cathy Cox-Brakefield is looking at the possibility of doing a golf tournament. She is contacting a golf course to see what all is involved. We are tabling the shoot at this time. Doug Beck has resigned from the board and he was the spearhead for his project.

Finance Committee Report:

Tom Niswander gave the treasurers report which is attached. Income is well above expected. We are less than 10% above budgeted expenses which was expected and good for this year.

Tom Niswander reported that the audit was finally complete. We received a good report. There are two important items to improve. The treasurer needs to review the bank statements once a month. Tom Niswander began that process by reviewing them beginning in February. Expenses totaling less than $500.00 should be signed off on individual invoices rather than batching them monthly. Sherry has made that change. There were other minor changes which have been taken care of.

In addition, we needed a capitalization policy. Tom Niswander made a motion to adopt the following: A “Capital Asset” is defined as a unit of property that: (1) has an economic useful life that extends beyond 24 months; and (2) was acquired or produced for a cost of $2,000 or more.  Capital Assets must be capitalized and depreciated for financial statement (or bookkeeping) purposes. Jim Yacavone offered a second. All were in favor. This system of capitalization of appropriate items begins today.

The finance committee is comfortable with the segregation of duties. They adequately address our needs. We are making some changes to incorporate “in kind donations.” This will likely move us to an income bracket that requires us to have some kind of annual audit.

Budget review Synopsis: Budget committee is preparing the budget for next year to be ready ahead of the June meeting. We agreed to move our regular board meeting to June 17th to give the finance committee adequate time to prepare the budget. There are many questions to discuss including: what will our post pandemic income be like and what will the cost of food be? Currently we are obtaining lots of food at no or low cost. How long will this continue? Will we need more money from Feed Fannin?

Tom made a motion that we extended Kristy’s contract for the upcoming year. It will be $1400 dollars a month and 25 hours a week. Jim Yacavone seconded the motion. We have been highly satisfied with the work she has done for us in the past. All were in favor of this new contract.

We have a long list of capital improvements that need to be completed. We need to prioritize that list.

Nominating and Governance Committee: Sherry Echelberger and the committee want to get aggressive about adding people to the board. She suggested a number of people who would be good and asked the board for ideas. We compiled a list and board members volunteered to call potential members. Cathy created an application form for potentials to fill out. Sherry Morris agreed to work on a job description so that people would know what to expect.

Chamber open House:

We are hosting the chamber open house on July 22. Business after hours is usually a casual affair and in our case is designed to showcase our facility. Sherry Morris has a band that will play. Serenberry Winery will supply the wine, we will host much of it outside if possible. We will plan pantry tours. Sherry Morris will bring a cost estimate and suggestions for finger food to the next meeting. She will also ask the Celebrity Chef to see if he would grill something small for the event.

Feed Fannin Report:

Jane gave the Feed Fannin report. Feed Fannin purchased shelving for the pantry. Currently the garden has been plowed but it is too wet to plant. That will happen in the next week weather permitting.

Feed Fannin is working an online auction similar to last year. It will be held August 20-29 with pickup Friday and Saturday of Labor weekend. FF has been successful at getting the items for auction. We have just over 100 at this time.

Directors Report

Monthly statistics

As always Food Lion leads the way with 38,000 pounds. Reports are attached. The pantry lobby was re-opened on May 3. Already Sherry Morris and Greg Gelp have seen clients who have benefited greatly by that change. Staff are able to see and help clients who have been victims of spousal abuse or who have other needs. Having the pantry open allows staff to more easily see issues that clients face in addition to hunger and refer them to the appropriate agency. Last week the pantry was open 4 days and they removed 3 clients from abusive situations.

A board member is needed for regional call: Tuesday May 18. Tom will participate. Kirk Cameron is a possibility.

Sherry Morris is attending a “Strengthening Families” standards Training May 25-26.

We are offering Connections Matter on June 17.

We are offering QPR with Fannin EMS. It is a suicide prevention class at the fire hall.

Faith Presbyterian and the Jewish Congregation received a grant for $15,000. They will be doing an ambassador training. Those ambassadors will be working when the pantry is open to inform clients of the other services they might need. The two organizations will host a poverty training, one hour a week thoughout August.

We set a goal for the fund raising for Tour of Homes at $25,000.

Adjournment

Cathy Cox-Brakefield adjourned the meeting.

Minutes submitted by Jane Kimzey

Next meeting is: June 17, at 2:00PM