



Alissa- Meeting Called to Order @ 6:34pm on Thursday April 23rd, 2020.

In Attendance:

Barb Stone, Connie DeShaies, Jim Graham, Jackie Flint, Jen Dubovic, Stephanie Earle
Alissa Tubbs, Erica Ward, Sheila Dion

Approval of Minutes:

~ No changes suggested

~Connie Motions for Approval and Stephanie 2nd. Minutes are approved.

Treasurer's Report: (Sheila Dion)

Current Balance: \$81,970.98

Shelia, sent out COVID-19 Request letter and received \$4446.11 in donations from community partners and members.

~ Barb will assume the role of Treasurer after Covid-19. Shelia, Barb and Pathfinder are getting appropriate documents signed for the transition to occur.

~ Barb and Sheila explained that as we proceed in a more generic way, A funds in and out report will occur at each meeting. Sheila had been providing more details than necessary in the report out of information.

Old Business:

1. Secretary Nomination:

- a. Sheila nominates Erica Ward as Secretary for EA. Connie Seconds the nomination.
- b. Erica Ward is the Secretary for EA effective immediately.

2. Insurance Quotes: *still pending*

Sheila had Scott Northrup from State Farm review the insurance proposal from Onegroup and Philadelphia insurance. Scott does not work with business insurance directly, but agreed to take a look at both proposals. He asked some clarifying questions surrounding liquor liability and general Business liability.

Committees responded in regards to the example of Lock 1 Distillery being liable, as they are serving the drink under their liquor license. Donations from those sales are not an "event" or involve EA members directly.

- A. Sheila is following up with both policy holders for clarification and further explanation of policy coverage.
- B. Shelia waited to purchase the insurance due these concerns.

New Business:

1. Food Distribution:

- a. Weekend food is packed and sorted until 5/15.
- b. EA is not accepting any food donations during COVID-19.
- c. After the 5/15 distribution, the last 6 weeks of school will need to be packed and the number of volunteers to do this needs to be limited.
- d. Reminder that the use of the school bldg for packing, and prep will need to be approved by the principal. Custodial staff will partner and is prepared to clean and sterilize the room after use.
- e. Jackie, is available to help if needed.

2. Annual Scholarship Idea:

- a. Sheila proposed the idea to partner with Dollars for Scholars annual by having an annual Erin's Angels Scholarship Opportunity. Suggestion was \$500 annually. As a result of the following feedback Sheila will brainstorm a list of criteria and submit to the Board for additional feedback. Shelia shared that when individuals "Donate" funds they could have the option to specifically donate to the scholarship funds as well.
 - i. Groups Feedback:
 1. Jim expressed making sure we were not identifying EA individuals who have food insecurity. Members were in agreement that this was a concern. Jim shared that Angie is in charge of Dollar for scholars and suggested to Shelia that she should consider keeping the requirements broad.
 2. Barb expressed making sure that the criteria to apply were broad, but maintained the program's mission and vision.
 3. Jackie shared the possibility of offering the scholarship to individuals with long term career goals, or educational goals within food insecurity initiatives.
 4. Stephanie expressed the criteria could target individuals with any adversity.
 5. Connie brought up for discussion that EA should make sure, our involvement in choosing the individual to receive the scholarship and to know that in the past Dollars for scholars has been more relaxed: example: individuals receiving certain "awards" based on the zip code they reside in.

3. Written Emergency Procedure:

- a. Due to COVID-19. Sheila suggested that the group consider capturing a written emergency plan on how the group should proceed if needed to be implemented again for future issues.
- b. Alissa suggested that we document what our current response has been and continues to be as this has been successful.
- c. Jackie suggested generating a list of best practices and identifying the key stakeholders/Community partners that made it successful.

- d. Sheila shared that it was critical that the school district is so engaged in making food distribution essential in our district. Sheila sat in on a United Way call where many other programs have had no or limited partnership with their districts making this experience difficult.
- e. Sheila will prepare and bring to the next meeting.

4. Summer Programming for EA students:

- A. Bulk Ordering typically occurs through the Food Bank of CNY and then Picked up, packaged and distributed. Apx. 700 lbs of food is picked up pers trip. Occurs 2 times per summer. 3rd week in July, and again in August, 2nd week?
- B. Sheila Proposed utilizing technology to streamline and “Pilot” a summer food distribution to reduce the manpower, manual moving of food etc. She mocked up an order utilizing amazon for purchases to have food packages delivered through them. Similar to a grubhub or hello fresh concept.

Feedback/Questions:

~ Is it cost effective? Sheila said it is only \$.85 more per child for the 6 week window. Potential to use the “Amazon Smiles” program too which would give back .05%.

~What items were you thinking about purchasing? Sheila stated the regular items like granola bars, beef a roni, mac n cheese etc.

~ Could we partner with instacart, Grubhub, Door Dash for a better solution? unsure but could look into it.

Potential challenges:

Chris Byrnes is excited about seeing if this works, however will need to identify individuals to address some of these concerns:

Families moving in and out of the district

shipping and will food coming staggered or not coming

Accountability of families notification of receiving packages.

COVID-19 Shipping concerns and receiving food timely.

Packages being taken from home, similar to districts meal distribution to COVID-19.

Follow-up/Next Steps:

Potential for a solution for long weekends/Breaks off as well as summer time.

Sheila suggests we keep working through the idea, possibly trial run for summer.

Sheila shared that summer may look different this year and taking that into consideration while partnering with our district.

Alissa asks if the Board has any additional “New Business Items”

No additional items are proposed.

Setting up Next Meetings:

Thursday May 28th at 6:30 pm via Zoom

Thursday June 25th at 6:30pm via Zoom

Volunteer Appreciation will be rescheduled for Fall possibly Nov. 2020.

Sheila moves for meeting to be adjourned, Connie 2nd. Meeting adjourned at 7:30pm