

Harry Chapin Food Bank of Southwest Florida, Inc. | Board of Directors Meeting Minutes
Tuesday, April 25, 2017 | Meeting: 8:00 AM – 10:00 AM
Meeting Site: 3760 Fowler Street, Fort Myers Conference Room
or by conference call: 1.888.236.8522; Guest ID: 352316#

Present: *Board members:* Keith Scoggins, Bill Dillon, Bob Leadbetter, David Fry, Craig Folk, Maura Matzko, Lois Thome, Jeff Maddox, John Clinger, Gary Gardner, Anne Rose.
Staff: Richard LeBer, Miriam Pereira, Dave Najar, Eric Hitzeman, Kari Lefort, Madeline Paniagua.

1. **Welcome and Introduction** - Keith Scoggins called the meeting to order at 8:00 AM.
2. **Mission Moment** – Jeff Maddox spoke about his mission moment.
3. **Consent Agenda** – Board Meeting Minutes, Committee Meeting Minutes and other items listed in the Consent Agenda were received by the Board in advance of the meeting. Keith asked if there were any proposed changes.
MOTION: Upon motion duly made, seconded, and adopted the Board approved the minutes and other items listed on the Consent Agenda.
4. **Discussion/Action Items** –
 - a. **Strategy** - Richard LeBer – Richard presented and responded to questions about the strategy discussion Power Point which is now contained in the corporate records. He responded to Board member questions. A discussion followed.
 - b. **Marketing and Development Report** – Miriam Pereira – Miriam presented and responded to questions about the Marketing and Development Report which had been received by the Board in advance of the meeting and is contained in the corporate records. A discussion followed.
 - c. **Operations Report** – Eric Hitzeman – Eric presented and responded to questions about the Operations Report which had been received by the Board in advance of the meeting and is contained in the corporate records. Eric mentioned that we have events coming up, one big event being the Letter Carriers Food Drive. A discussion followed.
 - d. **Treasurers Report** – Anne Rose and Dave Najar presented and responded to questions about the Treasurer’s Report, which included the January and February Financial Statements, received by the Board in advance of the meeting and are contained in the corporate records. A discussion followed.
MOTION: Upon motion duly made, seconded, and adopted, the Board approved the January and February Financial Statements.
 - e. **Programs Report** – Kari Lefort – Kari presented and responded to questions about the Programs Report. Kari mentioned the changes in the CSFP program; namely a reduction in cases for Lee, Collier and Charlotte counties. A discussion followed.
 - f. **Collier County Facility** – Richard LeBer – Richard presented and responded to questions about the Naples facility. A discussion followed.

- g. Governance Committee Update** – Pat Nevins – Keith spoke on behalf of Pat, who was out of the country. Keith presented and responded to questions about upcoming Board elections and potential new candidates. A discussion followed.
- h. Proposed Bylaw Amendments to Article 1:** Dave Najar/Keith Scoggins- Keith presented and explained the reasons for the proposed Bylaw Amendments to Articles 1, 3 and 5. He responded to questions about the Proposed Bylaw Amendments to the Articles, which had been received by the Board in advance of the meeting and are contained in the corporate records. A discussion followed.
MOTION: Upon motion duly made, seconded, and adopted by 2/3 (the majority) of the Board, the Bylaw Amendments were approved.
- i. Commodity Supplemental Food Program (CSFP)** – Richard LeBer - Richard presented and explained the current changes made by the Florida Department of Agriculture to the CSFP Program. Lee, Charlotte and Collier Counties are losing all their allocations; while Hendry and Glade counties' allocations are increasing. A discussion followed.

5. Unfinished/New Business/Announcements

6. Adjourn – 9:55 AM

Next board meeting: Tuesday, June 27, 2017 – Social: 8a.m.-8:30a.m. Meeting: 8:30a.m.-10AM