

Helping Our People Excel (h.o.p.e.)

Non-Profit 29<sup>th</sup>, Bi-Monthly Board Meeting, February 5<sup>th</sup>, 2011

Present: Harold Bouchard, Pat Lynch, Joan-Adrienne Sturgis, Lea Davis, Bill Gann, Carol Bouchard, Catherine McHenry, Roberta Braun

Call to Order by: Bill at 11:55 a.m.

Approval of Minutes of the Previous Meeting:

- a. Approved by all

II. Reports from Officers:

- a. Treasurer's Report – Harold and Robin provided year end and YTD Profit and Loss statements. All agreed they looked in good order.
- b. Fundraising Committee – Catherine:
  - Will we have an annual event and if so what will it be? (Golf Tournament?) Leroy Mitchell stated that the event has to involve kids. Robin has made a connection with Mile High and Growing Colorado Kids, they are looking at h.o.p.e.'s Broadway location to move ministry. The pantry shared some food with the kids. This commitment would triple the number of kids we serve. In 2010 we served 7,712 kids. Leroy Mitchell is committing to bring people to the tournament. Pat and Robin will look for a reasonable golf course. Bill moved to have the tournament, Pat seconded, all approved to proceed. Pat will take the lead. Agreed to try for 8/19. A committee of Pat, Catherine, Carol, Robin, Roberta and Joe Gillis will meet on 2/25 at 5:30 p.m. to discuss going forward.
  - Robin: Is this the Malle Senior Rec Center for Feb. 23<sup>rd</sup>. Gary Yoshimura -<http://www.complete-spectrum.com/section10.cfm> financial seminar. Robin received the flyers and will be mailing the following Monday.
- c. Volunteer Committee –Robin: Currently have volunteers from Jeffco and Robin will be connecting with Denver County.

III. Old Business: Status from last meeting:

- a. Robin and Lea will be looking into The Power of Ten and GivingFirst.org (1<sup>st</sup> Bank). Confirmed that we are already registered with 1<sup>st</sup> Bank but have not heard from them. They will also contact schools/colleges for marketing interns. Lea stated that she sent a first letter to Metro, Regis, DU, Johnson and Quail and is waiting for a response. Carol, Robin, Cathy and Roberta will meet on Saturday 3/5 to discuss future fundraisers.
- b. Send out donation requests to masses. Robin has a generic letter; Lea will help her with this. Joan also has good connections since she worked as an executive assistance at the Grammys. Agreed to sending a letter once we decide on the letter. Joan will oversee the marketing students (if we get them from above statement (a.)), grade and evaluate their performance to give back to the college.
- c. Enhance the weekly distribution questionnaire to see what recipients are good at or like to do. Keep track in a database of how often they receive food and ask them to help volunteer. Also database will help if/when we can get resources for jobs, etc. This will be if/when h.o.p.e. moves to Broadway building. Robin wants to do a survey to see if existing clients will come to the new location.

IV. New Business:

- a. Broadway building – h.o.p.e. Thrift Store updates: Cleaned out debris. Carol's intention is to have Gavin Atwood from the Brain Injury, take their board members to see if they are renting the second floor. There is a possibility if they don't rent that four other companies would be interested in the adult day care angle. Pat and Robin will be meeting on Wednesday to go over a standardized lease contract that Pat has. There still is no power but the electrician and Excel will connect by week's end. Insurance is in place. Ed LeGrice has a demo permit and is waiting for Steve the architect to provide the plans. Steve is waiting for Gavin.

- b. Grocery store idea: Instead of handing out prepared bags, it was decided to have the clients choose the food based on weight/number of items (we haven't decided exactly which way) and have them pay a minimal amount or volunteer time at the Thrift Store, or commit to going to a self-improvement workshop.
- c. Keep pantry at Lakewood? Agreed to revisit when it comes closer to moving location to Broadway.
- d. Property taxes, should we pay half now or all for the year? Owe \$8,994.38. Pat moved to pay all now; it was second and agreed by all.
- e. Pictures of Board Members. We are starting a new year and I would like to update the website with all changes. Please let us know if you would still like to be on the board. I know some of us have not been able to devote as much time as you would like, so here is your opportunity to speak up. A discussion was made for everyone to think about their commitment to the board and to let Carol or Robin know if not wanting to stay.
- f. Goals were discussed, they were:
  - Minimum of \$35,000 in bank after taxes and other operating expense by 12/31/11. Raise \$150,000 to help cover expenses and meet the \$35,000 challenge through fundraising opportunities, grants, and solicitations from other resources.
  - Have the Thrift Store up and running by June.
  - Have a profitable golf tournament schedule tentatively on 8/19 at Eagle Trace.

V. Announcements: None

VI. Next meeting will be: April 9<sup>th</sup> at 11:30 a.m. Location to be determined based on the sale of AOI.

VII. Adjournment: Roberta moved to adjourn at 1:40 p.m., Pat second.