

**DALLAS EMERGENCY FOOD CORPORATION  
BOARD OF DIRECTORS MEETING  
MINUTES  
Friday, Oct. 18, 2024**

**MEETING FORMAT:** In-person, WaFd office

**Attendees:** Debbie Cochrane, Eileen DiCicco, Eddie Nelson, Sheila Peirce

**Absent:** Marianne Moore, Jason Thornton, Kevin Wicker

Eileen called the meeting to order at 11:35 am.

**1) Consent Agenda Calendar**

**ACTION:** Debbie moved and Sheila seconded a motion to approve the minutes of Sep. 27, 2024, September food distribution report, September treasurer's report and the \$1,200 contribution to Marion Polk Food Share for September deliveries.

**OLD BUSINESS**

**2) Property Update**

Two Orchard Avenue properties are under consideration, however, we need to secure a portion of one lot in order to have the access we need to the other. A second meeting with the flag lot property owner was to take place at 1 p.m. Oct. 19. Several motions were made to give building committee members the authority to negotiate an offer price. Eddie noted she is soliciting bids for surveying and the Phase 1 Environmental Review. Eddie is awaiting a return call to set a meeting with Patty from Ella Curran to talk about their capital campaign.

**ACTION:** Eddie moved and Sheila seconded a motion to offer up to \$31K for a 3,060 sf section of 238 Orchard Ave. or up to \$50K for 5,030 sf section of the property contingent upon the purchase of 254 Orchard Ave. and an acceptable Phase 1 Environmental Review. Then, if successful, make an offer of up to \$180K on 254 Orchard Ave. contingent upon an appraisal, acceptable Phase 1 Environmental Review, and signed sales agreement for the purchase of 238 Orchard Ave. Motion carried unanimously.

**ACTION:** Eddie moved and Debbie seconded a motion to hire Lane Shetterley to prepare a sales agreement and contract for 238 Orchard Ave. Motion carried unanimously.

**ACTION:** Eddie moved and Debbie seconded a motion to offer \$2500 as a refundable earnest money deposit on the purchase of 254 Orchard Ave.; and \$1,000 refundable earnest money deposit on the purchase of 238 Orchard Ave. Motion carried unanimously.

**3) Fundraiser Updates**

- Dallas Fire Department Drive in the works – Eddie will reach out to DFD
- Thanksgiving fundraiser – Eddie will prepare a Thanksgiving Adopt-a-Family flyer for distribution to potential donors
- Festival of Trees fundraiser – Eileen has written appeal letter that Eddie will hand-deliver to local business prospects for International Dining auction basket. Eddie may need assistance with outreach.

**4) Grant Update — Eileen / Debbie**

- OFB Rapid Response request for pallet cover grant – submitted 10.14.24; decision 6-8 wks

- Walmart – Debbie is trying to contact the store manager
- Salem Health – Eddie applied for \$2K grant for Thanksgiving meals

5) T-shirts

Eddie has a bid from Tipps and would like to use them first time around since they designed the logo for us for no charge. She will get a bid from JBS for future consideration. We are considering giving volunteers a shirt as appreciation gift this year.

**NEW BUSINESS**

6) Upcoming Board Election — Nominations for Board Membership

Nominating committee members Debbie & Sheila will interview applicants before the next board meeting. So far, there is one applicant - Sherrie Titus. The application deadline is Oct. 30. Eddie, Eileen and Jason are seeking reelection. The nominating committee will recommend a slate of candidates for consideration at the November meeting.

7) Leave of Absence – Kevin Wicker

Kevin requested a 6-month leave of absence on Oct. 2, 2024. His request was accepted by an electronic vote by Jason, Sheila, Debbie, Eileen and Eddie on Oct. 7, 2024.

The meeting was adjourned at 12:53 p.m.

**NEXT MEETING:** November 15, 2024, 11:30 a.m.

Minutes as approved on Nov. 15, 2024, respectfully submitted by Eileen DiCicco, board secretary.