

**DALLAS EMERGENCY FOOD CORPORATION  
BOARD OF DIRECTORS MEETING  
Minutes  
Friday, December 15, 2023**

**MEETING FORMAT:** In-person, WaFd office, 12:30 p.m.

**Attendees:** Debbie Cochrane, Eileen DiCicco, Marianne Moore, Eddie Nelson

**Absent:** Sheila Peirce, Jason Thornton, Kevin Wicker

The meeting was called to order at 12:38 p.m.

**1) Consent Agenda Calendar**

**ACTION:** Debbie moved and Marianne seconded a motion to approve the Nov. 17, 2023 minutes, November food distribution report, November treasurer's report, and to authorize the December payment of \$1,200 to Marion Polk Food Share for November deliveries. Motion carried unanimously.

**OLD BUSINESS**

**2) 2024 Dallas Food Bank Budget**

**ACTION:** Marianne moved and Debbie seconded a motion to approved the 2024 Dallas Food Bank budget for 2024. Motion carried unanimously.

**3) Volunteer Appreciation Update — Christmas gift cards**

Eddie will purchase the \$25 Amazon cards for active volunteers. They will be distributed with Christmas cards that the board will sign. We expect about 52 cards to be purchased.

**4) Oregon State Credit Union CD Update**

With Sheila not present, it was unclear whether the movement of funds took place following the November meeting. Eddie will verify with Oregon State Credit Union the status of our CD and account.

**ACTION:** Eddie moved and Marianne seconded a motion to authorize \$100,000 be placed in a 6-month OSCU CD with the current rate of 4.69 and to get a cashier's check for the balance of our matured OSCU CD to open a 13-mo WaFd CD with a yield of 5%. Motion carried unanimously.

**5) Food Bank Closure December 11-14 during construction Update**

Eddie reported that the work was completed and the Food Bank will reopen on Monday, Dec. 18. Some flooring was removed during the job. Replacement will be up to our landlord; no tripping hazards presented.

**6) Festival of Trees – Nonprofit Showcase on Dec. 16**

Eddie advised this 6-8 p.m. open house at Dallas Event Center focuses on local nonprofits including Dallas Food Bank.

**7) Property Update — Eddie/Debbie**

- a. Baptist Church (Living Waters) property on Levens St. — Eddie is pursuing a meeting with the local pastor to determine when Living Waters will know whether the property will

transfer to them. In the meantime, we need to determine the timeline for submitting a Community Development Block Grant request for funding. Debbie suggested we seek an article in the Polk Itemizer-Observer explaining that we've been searching for 2 years and have yet to secure a reasonable site in the hopes that someone in our community may step up with the offer of a property not yet on the market.

- b. Property on Polk Station – this property is no longer under consideration.
- c. Property at 656 E. Ellendale – this property is no longer under consideration..

**8) Grant Update — Debbie/Eileen**

- a. WaFd grant — Debbie said our \$5K request for food purchase/refrigerator replacement will likely be reviewed in December.
- b. Dallas Rotary grant — Eileen reported that a request for \$1850 in grant funding from Dallas Rotary Club for food purchase has been submitted. A response is expected by end of December.

**Other Items**

**9) Cost of Milk and Eggs**

Eddie reported that as of November, the food bank has spent \$6,000 more than budgeted on local protein purchases (largely milk and eggs). The food bank is experiencing more visits each month and we have been giving milk and eggs at each visit. These are items we rarely receive from Marion Polk Food Share. Discussion about options for reducing food purchase costs included: 1) only letting families shop once per month instead of twice; 2) reducing the allowed amount of milk and eggs per visit; 3) limiting the distribution of eggs and milk to once a month per family. Eddie will explore the cost of shelf-stable or powdered milk compared to fluid milk.

**ACTION:** Eddie moved and Debbie seconded a motion to allow families to receive milk and eggs only once a month beginning January 1, 2024. Motion carried unanimously.

**10) Laundry Soap**

Eddie suggested the food bank discontinue distribution of laundry soap on a quarterly basis to help cut costs. She indicated that clients haven't been asking for it since the supply ran out.

**ACTION:** Eddie moved and Marianne seconded a motion to discontinue the distribution of laundry soap. Motion carried unanimously.

**Adjournment**

The meeting was adjourned at 1:38 p.m.

**NEXT MEETING:**

Jan. 19, 12:30 p.m., in-person at WaFd

Minutes respectfully submitted by Eileen DiCicco, board secretary