

**MINUTES**  
**TASK Board of Trustees Meeting**  
**ETS**  
**March 20, 2012**

**Attendance –Tracey Destribats, Chair, Emilio Papa, Ken Buttner, Michael Gluck, Michael Rothwell, Lee Seglem, Sajid Syed, David Geltzer, Kathy Wooley, Linda Bell, Laney Sokolow, Salim Manzar, Qareeb Bashir, Irwin Stoolmacher, Fundraising Consultant, and Dennis Micai, Executive Director.**

- Call Meeting to Order – Tracey 6:10
- Mission Statement/Moment of Silence - Emilio
- Adoption of Minutes- Motion by Michael Gluck, second by Michael Rothwell. Approved unanimously (Linda and Salim Abstain).
  - Chairperson’s Comments – Tracey: Thanks to all for attending the meeting.
- Treasurer’s Report –Dennis offered to answer any questions. None forthcoming.
- Director’s Report
  - Dennis spoke to the rising meal numbers. We are currently up 16,170 for the fiscal year. He also spoke to the changing demographic and some of the problems arising from the increased volume.
  - Reminder regarding meeting room change was made available.
  - Volunteer Brunch will be held on April 21 from 10:00am to noon. Honorees this year are Cranbury Presbyterian Church and St. Raphael’s-Holy Angels Parish. Freeholder Sam Frisby will be keynote speaker.
  - On or about April 1, 2012, we will begin a partnership with the NJ State Parole Board. They will be sending two (2) individuals to work in the kitchen at not cost to TASK. The goal is provide work experience that may lead to employment for the parolee.

- Americorp is changing its focus in the coming year and will no longer support use in the patron services/volunteer coordination function. New focus is on job development/training. Dennis stated that he is considering a new position in the FY 2013 budget to fill that gap and also work in the Finance section on donations.
  - Dennis strongly supports Kathy Wooley's suggestion to start a savings fund to support future capital needs. He and staff are in the process of evaluating future needs and will prepare a report for the Board when completed.
- Consultant Report (Fundraising/Endowment)
  - Irwin updated the Board on this year's annual appeal, etc. Things seem to be on target. The only area showing a significant decline is from the State Employee Charitable Campaign. This can be explained by their having their financial participation in benefits being increased.
  - He also noted that TASK received very favorable mention in various media outlets.
  - The Endowment Campaign has now reached 91% of its goal with \$1,820,511. Once lapsed donor mailing is complete a follow-up to major supporters will take place.
  - The 30<sup>th</sup> Anniversary Event Planning Committee selected the War Memorial as the site for the event which will be held in either April or May 2013.
- Committee Reports
  - Finance—No Report
  - Development—No further information other than reported by Irwin
  - Program—Qareeb Bashir reported.
    - Hightstown is considering a second night for meals and we have received interest from a church in Princeton. The committee feels Hightstown deserves priority, at this time.
    - A patron demographic survey will be held this spring. In addition, Qareeb intends to personally visit with patrons to solicit input. He invited other Board members to join him.
    - An alternative method for hygiene bag distribution is being investigated. In the current system, some in need

are not having the opportunity to get bags while others are receiving multiple bags.

- Annual Hunger Report presented to the Board.
- Proposal from Mercer Street Friends to outreach potential food stamp recipients at our satellite sites. Motion by Kathy Wooley, Second by Linda Bell to approve contract for one year with the provision that quarterly progress reports be submitted to TASK. In addition, either party could opt out with 30 days notice to the other party. Approved unanimously.
- Strategic Plan
  - Update provided by Dennis
  - Investment—No report
- Governance – Ken
  - Annual Conflict of Interest Forms distributed to Board members for signing.
  - Gary Otterpohl was presented to Board members for consideration as a member of the Board. Ken will conduct an e-mail vote.
  - Discussion regarding the make-up of the Board ensued. It was agreed that more effort is to be made to be more diverse in membership and to seek more Trenton residents.
- Other Business—Generator Proposals—It was decided to table them at this time pending the capital improvement report.
- Motion to move to Executive Session—Motion by Qareeb, second by Michael Gluck. Approved unanimously.
- Next meeting scheduled for April 17, 2012.
- Motion for Adjournment--

Respectfully submitted,

Dennis C. Micai