

Cranbrook Food Bank Society

Regular Board Meeting Minutes

December 16, 2026, 6:30 PM – Cranbrook Food Bank

Present		Regrets
Kim Dick	Don Davidson	Hasi Muhandiram
Diane Babcock	Julie Rose	
Beth Melligan	Bill Lindell	
Ian Melligan	Deb Russon	

1. Call to Order

Meeting called to order at 6:34 pm

2. Adoption of Prior Meeting Minutes

Reviewed previous meeting minutes (November 18,2025)

Motion: To adopt prior meeting minutes. Moved by Bill Lindell, seconded by Diane Babcock.

Discussion: None

Result: Carried

3. Old Business

-Election of Officers:

- Kim will fill the vacant Secretary role for this year

- FBBC Newsletter (Julie) to do in New Year

- Burger Month (Deb) to do in New Year

- Office/Volunteer Space (Ian)

- Ian, Bill and Julie met in early December for a walk-through of the proposed office and volunteer space. Julie was tasked with providing a wish list for the office and volunteer area. Jessie has sent a survey to the volunteers. We'll regroup in January and then proceed with building a quote for Board review and approval

-YE Review Engagement (Mar-Apr 25). (Beth)

Beth was tasked to follow-up with Redding and Associates on some questions raised at the November Board meeting. To do in New Year

4. Reports

Executive Director

- Recently terminated the employment of the Operations Manager. Wasn't a fit for the individual or the organization.
- Van repair (body damage) scheduled for January 5th to January 30th Alternate arrangements for a van rental are in progress.
- Our Food Bank logo has been redone, splitting Foodbank into Food Bank and a slight adjustment with the mountains. We'll have multiple logos/brands representative of the Cranbrook Food Bank.
- Turkey drive. We hit the goal of \$65,000 and now showing up to \$69,000 on facebook. Event runs until Dec. 25th
- Holiday Train. Shout out to Bill Lindell and Cindy Howard for doing a wonderful job organizing this event. Received about 1800 lbs of food donation and \$2400 cash donation.
- Christmas Hampers were a resounding success. Occurred all day on Dec. 13th. Very enjoyable.
- Expecting \$5000 for Tim Hortons smile campaign. Unknown results of the Cram the Cruiser.
- Tony Bourke interviewed for his volunteer of year award. Way to go Tony! Rogers television interviewed Tony and other volunteers . Will be advised when it will be aired.
- Workplace BC have been coming in to connect with clients during operational days.
- Received approximately 2200 lbs from the Jingle Bell Walk
- Mailbox ripped off in front of the building. Julie is part of a blockwatch cooperative in the industrial area to raise security awareness for industrial area partners. Palladium Security will do a safety assessment of the building in January.

Financial

- See reports
- gift cards were purchased for the Christmas Hampers along with additional gifts that can be used for later use.

General

- Accreditation will be submitted this week or next. We're as good as we're going to get and now it's really fine tuning and adjusting. Policies have been gathered and ready for distribution. Didn't want to hit everyone just before Christmas, but look for the first tranche during the first week of January.

- Ian has reached out to Columbia Basin Trust to get started on organizing a strategic planning session for the Board. Will advise once I have details.

5. New Business

. Bequest (Ian)

- Last November 2024, we received a notice from a lawyer that we'd been identified as a beneficiary in the will of Mary Fiorentino. We received \$80K payout just recently and it was the first "instalment". The second instalment is due November 2026. It's presently in the savings account. The follow-up question is what to do with this?

Now the Board had developed a fairly structured Operational Budget, Cash Position and Investment Policy, it's time to start thinking about what to do about the surplus we have. There are some merits to slowly drawing down surplus when it comes to potential gaming and grant funding as well as public perception.

Ian's thoughts for consideration:

Annual "wish list" for Julie

Maintenance or Capital Spend

Reinvest a portion into the Endowment Fund

Board sponsored "special programming"

In addition, some discussion around the table of having some of the funds designated restricted funds on our financials.

- Deb advised the Board that the \$60K donation from the LDS was available to the Board to spend on what they'd like but would like it to be something that may curry future interest in donation. For example, rather than use it to support the Office/Volunteer Space renovation, use it for a Meal Kit Program or Food Locker Program that expand and enhance service.

Action: Board to bring thoughts on a plan for surplus to the Board in January for further discussion.

6. Adjournment

Motion: To adjourn. Moved by Bill Lindell, seconded by Don Davidson.

Discussion: None

Result: Carried

Meeting adjourned at 7:22 pm

Next Meeting: January 27, 2026 (note Kim will not be at the January 27th meeting)

Future Meeting Dates:

Meeting Date	Milestones/Activities
January 27, 2026	
February 24, 2026	
March 24, 2026	Draft Budget Review
April 28, 2026	26-27 Budget Approval
May 26, 2026	
June 23, 2026*	FBBC Conference
July 28, 2026*	
August 25, 2026	
September 22, 2026	
October 13, 2026	AGM Preparation
Week of October 19 th	Annual General Meeting