

**CMF Board of Governors / Meeting Minutes**  
**December 13th, 5pm 2023**

Board Members: Jared, Carol (minutes), Lisa, Ben, and Becca (joined the meeting in progress)  
Others attending: Emily, Megan

1. **November minutes** approved
2. **Meeting schedule updates:**

Moving forward, in-person Board meetings will happen every other month with leadership staff. (First of these to happen in February.) On opposite months, full staff will meet and Board members have the option to join via Zoom.

Board retreat will be on Saturday, January 6 from 1 - 4pm. Everyone is encouraged to be there. (Note: Holly can't be there and Lisa will need to leave at 3pm).

3. There are many developments and changes happening:
  - We received the \$20,000 grant for Food Justice work from the UUs; The plan is for the kitchen to be more involved in food deliveries
  - As of the end of the semester, there has been complete turnover of all the kitchen staff; this isn't surprising given the low pay, hard work, outdated equipment, and the limited hours (12 hours per week).
  - Red Herring will pause lunch service during the spring semester and there will be a shift to food justice work with Cunningham Township, Jubilee Cafe, etc.
  - Megan will move into her role as the Executive Director (with raise)
  - Emily would remain active as a volunteer (Director Emeritus) - 15 hours per month during Spring semester (grant-writing, fundraising, consulting with staff)  
SEE Emily's DOCUMENTS FOR ADDITIONAL INFORMATION ON THIS.
  - 25 hours per week for Sam, Megan, and Karen will all be scheduled for 25 hours per week
  - We would need to work out boundaries for Emily and among staff; Ben volunteered to work with Emily and staff on a description of roles.
  - Please also see Emily's Budgeting spreadsheet for more information.
  - After reviewing all the information, the Board is asked to approved the proposal.
4. Adjournment.