



## **New Board Member Overview**

Hello potential board member!

Thank you for your interest in Feeding our Community Ourselves, Inc. (FoCo) Cafe. We are excited that you are considering a board position with us. This document contains information about the cafe, board member roles and responsibilities, and the process involved in becoming a board member. As a board, our goal is to grow our membership with talented and committed individuals who are interested in working on a team to further the cafe's mission and vision. We are excited about the possibility of working with you!

### **The FoCo Cafe:**

FoCo Cafe was established as a nonprofit in 2012 to support those in need and to build understanding and community. Since Thanksgiving Day 2014, FoCo Cafe has been the only nonprofit restaurant located in Fort Collins, Colorado serving real, healthy food that is accessible to all members of our community, no matter their means. We operate with a donation box - you can pay what you can, pay what you would normally pay, pay it forward so others might eat, or you are able to make your contribution with time and talent. FoCo Cafe offers healthy meals served with dignity in a beautiful environment allowing all members of our community to connect and make a difference. FoCo Cafe is the community's cafe!

These meals are created with organic ingredients, with fresh foods sourced at local farms as much as possible and non-perishables from the Fort Collins Food Co-operative and other local sources. People from all walks of life frequent the Cafe - our mayor and city council members, students, families living in poverty, homeless and food-insecure members of our community, visitors from out of town, and community members stopping in for a delicious meal.

To be true to our mission and meet our goals, we rely on a large volunteer base who do everything from greeting guests at the door, writing grants, serving food, or watering our garden. We also collaborate with a varied list of community partners who include local farmers, area restaurants, food vendors, social service providers, and many more.

### **Mission:**

To build community by providing nutritious and delicious meals to the people of Fort Collins regardless of their ability to pay while using local, organic, and sustainably grown ingredients.

### **Values:**

- Every human innately has dignity and should be treated as such.
- Every duty, volunteer or otherwise, has value.
- Participating in a community nourishes the soul.
- Everyone deserves to eat nutritional food.
- All people need a hand up at some point(s) in their lives.

### **Vision:**

We strive to build a healthy community by providing delicious and nutritious food in a respectful and dignified manner to anyone who walks through the door and wants to contribute to our community. We envision that the quality of the food and the comfortable atmosphere will draw people from all walks of life and entice them to become involved. Volunteers will feel satisfied by their experience on many levels, because the cafe is a vehicle that positively impacts our community environmentally, economically, and socially.

### Goals:

- Serve 18,000 meals or more each year on a pay-what-you-can donation-only basis.
- Provide useful training and programming to help our guests build expertise in food prep, processing, and production, as well as other areas related to nonprofit administration.
- Create an inclusive/supportive environment that is accessible to all, whether they are sharing a meal or helping us to prepare that meal.
- Support an average of 400 monthly volunteer hours, providing job skill development and personal fulfillment to all members of the community.
- Create fresh, small-batch meals made with locally-sourced and locally-grown ingredients available in season while practicing and promoting environmentally sound practices.
- Spread the word about the value of community cafes and healthy eating for all people and advise start up organizations with similar social impact.
- Look to the future and continue build sustainability for the FoCo Cafe, so that the organization thrives in the future.

For more information about the cafe, please visit our website at [fococafe.org/](http://fococafe.org/) or our [Facebook](#) page.

### Board Overview:

The number of board members for the cafe can range in size from 5-11 participants. Board terms are 3 years with an opportunity to renew for 2 additional terms. We are continually exploring and planning ways to grow the board in both talent and capacity. Plans for board development in 2018-19 include:

- Scheduled board retreats with the primary focus of strategic planning which includes board development strategies
- Plans to create committees that are primarily composed of key community members, advisors, and volunteers who add expertise and increase our work capacity. This will lighten the board's workload while involving more community members and increasing participation.
- Diversifying board talent by insuring that collectively, we have a team of people with varied talents and interests including but not limited to fundraising, marketing, event planning, financial expertise, food service, social services, restaurant management, business development, and nonprofit management.

### As a board member, you would commit to:

- Attending at least 75% of the board meetings. Currently the board meets once per month at the Cafe. Dates and times would be mutually determined to meet the needs of the majority. Most board meetings are 1-1.5 hours in length.
- Attending (and volunteering if applicable) no less than 2 fundraising events per year.
- Attending the annual board retreat and participating in the strategic planning process. The retreat would be scheduled during traditional non-work hours. The date(s) and times would be mutually determined by all board members to ensure highest possible attendance at a time that works for the majority of the board members.
- Visit the cafe at least once per year during operating hours for lunch or to volunteer. We have found that the most effective board members are those who have seen how the cafe is operating and growing over time.
- Help identify and cultivate relationships to support FoCo Cafe as donors, volunteers, and advocates
- Informing the Board of potential conflicts of interest. Conflicts of Interest are defined in the Board Member Manual.
- Exhibit dedication to the mission, values, and goals of the organization.
- Make an annual "donation" to the FoCo Cafe. The donation can be monetary, volunteer time, needed operational materials, auction items for fundraisers, etc. More information about this is located on the Board Member Application Form.



## Board Member Application

Name:

Mailing address:

Email address:

Cell phone:

Additional phone:

1. Why would you like to be a FoCo Cafe board member?
2. Do you have any past experience on a board? If so, which board and what position did you hold?
3. What skills / expertise do you have that you can contribute as a board member?
4. Many foundations to which we apply for grants require that board members make a personal annual donation to the FoCo Cafe. Rather than require all board members to give a specific monetary gift, we ask that the board choose the type of giving that works best for them and their budget. All contributions are communicated to the board treasurer and are kept confidential. Please indicate how you would be able to contribute so that we can maintain our 100% board contribution status:  
  
\_\_\_\_\_ Monetary gift (range from \$5-\$100 or more if you are able)  
  
\_\_\_\_\_ Donation of needed equipment or materials for the cafe  
  
\_\_\_\_\_ Donation of professional services (Please ask a board member about this to ensure that service is in line with our Conflict of Interest policy)  
  
\_\_\_\_\_ Other contribution – Please describe –
5. Do you have any final thoughts or questions?

**Thank you for completing the application. Please send this document along with your resume to [taylor@fococafe.org](mailto:taylor@fococafe.org) . You will be contacted soon to let you know of the next steps.**