

# Annual Report

## 2018



***We Have Been Blessed to be a Blessing  
To Northern Kentucky Families for 25 years***

January 1, 2019

Happy New Year! I hope you and your family and friends had a blessed holiday season and are looking forward to the new year with expectation and enthusiasm. For Action Ministries, we will be celebrating 25 years of service in Northern Kentucky! In February, 1994, Tom Dorman began a small commodity distribution out of a closet in one of our schools. Today, we serve not just government commodities, but a wealth of grocery items to well over 900 families each month. We provide meat, canned and packaged goods, produce, bread and other bakery items, household products, toiletries, baby supplies, feminine products – a wide variety that is mainly donated to us by local businesses and through partnerships with the Freestore/Foodbank, but also purchased with donations such as yours. Your gifts provide the financial support for the expenses of running the Mission (NO salaries, just mortgage, insurance, utilities, etc.) and allow us to buy the basic items that we want to include in each monthly distribution. Your gifts have also made it possible for us to provide weekend packs of food to schoolchildren in the Kenton County District who are at risk of hunger on the weekends when they do not receive their free meals at school. This year, 230 students have been identified by the schools and we've partnered with a local church to assemble and distribute bags to them. Members of the church donate 2 cans of Chef Boyardee for each bag and volunteer to pack them each month. We also have 4 churches who volunteer each month to deliver groceries to about 100 residents living in senior housing who do not have transportation to get to us but need help with food.

As much as we appreciate your financial support, we hope you are aware of the number of volunteers it takes to “do Action Ministries”. About 100 people are involved each month, and there's a place for YOU if you'd like to become more involved. We're open every weekday from 9-noon, so please call our office if you feel a little voice telling you to take the step. I think those of us who've been involved for a long time would tell you that it's worth the effort.

Again, thank you for your financial support. Please pray for Action Ministries as we begin our next 25 years!

The Board of Directors of Action Ministries

# Action Ministries, Inc

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## **Daily Directors**

Dick Becker

Jim Procaccino

Dale Schaber

## **Hours of Operation**

Monday through Friday

9am – noon

The first Monday of each month

6:30pm - 8:00pm

The third Monday of each month

6:00pm - 7:30pm

# Board of Directors

December 31, 2018

Chairman: Larry Mains

Vice Chairman: Jim Procaccino

Secretary: Chuck Vaughan

Treasurer: Sandy Banta

## Other Board Members

Paul Barth

Dick Becker

Anne Reis

Dale Schaber

Chuck Vaughn

We have no paid staff. Everyone working at Action Ministries is a volunteer!

Each month, approximately 100 people participate in some way.

## Mission Statement

***Action Ministries exists to share the love of Jesus Christ by providing groceries, hope and encouragement to low income families***

## **Overview of Action Ministries, Inc. December 31, 2018**

In 1994, Tom Dorman was asked by the mayor of Ryland Heights to distribute government commodities to local residents, making use of space at Ryland Heights Elementary School. From that very modest beginning, Action Ministries is now a 501(c)(3) non-profit, faith-based food pantry with a significant presence in Northern Kentucky. In 2019, we will begin our 25<sup>th</sup> year of service in this community.

Our programs include:

- Distribution of food daily through our location in Latonia, Kentucky
- Distribution of government commodities
- A weekend backpack program (*Food for Thought*) for the Kenton County District
- Sharing products with about 85 other agencies, churches and schools
- Volunteer opportunities monthly for well over 100 people and numerous community groups

All of Action Ministries' work is accomplished by a team of about 100 volunteers. No one is compensated in any way. Our mission is "to share the love of Jesus Christ by providing groceries, hope and encouragement to low-income families" and, while we require no religious test for our help, we hope that our motivation is clear to those we serve.

### **Core Program**

Our warehouse/office in Latonia is open Monday through Friday from 9-noon and two Monday evenings each month. We are serving about 900 families each month. Each received about 125# of groceries. In 2018, we helped families 11,069 times. We try to limit our service area to Kenton County, south of Covington, but we will serve anyone who comes in, at least the first time, and then refer her to agencies closer to his home. Because of monetary donations by 15 local churches, and 115 individuals and groups, government commodities, and product donations from area businesses we are able to give over 125 pounds of groceries to each family we serve. Our bags typically include some combination of meats, produce, dairy products, bread, pizza, canned fruit and vegetables, packaged goods, paper goods, cereal, fruit juice, and household/personal care items. Through the Safety Net Alliance and the Freestore/Foodbank, partnerships have been made with Kentucky Sam's Club, Kroger, Meijer's and Wal-Mart stores on behalf of all the area agencies. These stores are now providing us with a significant amount of perishables – especially meat, bread and produce. In 2015, we began receiving significant donations from Amazon which are proving to be a great addition to the packaged goods we purchase. With careful management, the food we provide could feed a family of three for a week.

### **Government Commodities**

We distribute the government commodities provided by Northern Kentucky Area Development (NKADD) to all our qualifying clients. For example, a family of 4 making less than \$2633 a month will qualify. Although items in the commodities will vary from month to month, they are included in the list above.

### **Food for Thought**

Our weekend backpack program, *Food for Thought*, is offered to the Family Resource Centers in the Kenton County School District. Some children within our community rely on their free and reduced lunches at school as their main source of nourishment for the day. On the weekends, for a variety of reasons, they do not have a reliable food source in their homes. The program gives them food on Friday afternoon to feed them over the weekend. With generous support from Lakeside Christian Church (2 cans of Chef Boyardee/bag and 120 volunteers each month to assemble the bags) we can make 230 bags available each week for distribution to the kids who need them (K-12). Each bag contains 2 cans of Chef Boyardee, 2 boxes of milk, two boxes of fruit juice, 2 boxes of cereal, 2 cups of applesauce, 4 packages of cheese and peanut butter cracker sandwiches, 2 slim Jims and a snack. Financial support for *Food for Thought* comes from several individuals and from many local businesses and foundations. In 2018, we had grants from the Kentucky Colonels, the Butler Foundation, the Durr Foundation and the Elsa Sule Foundation. Following are just a few of the notes we've received from the Family Resource Coordinators:

### **Kenton County Food for Thought Student Stories**

*There is a super sweet 4<sup>th</sup> grade boy who attends a Kenton County School. Each week he receives a Friday package of food to take home. This pack of helps provide food to a family which consists of two elderly grandparents and their three grandsons, who are now in their custody. Two of the children have lived with Mom on and off, but now, due to her past (full of drug use and illegal activity) finally catching up to her, the boys reside full time with their grandparents. This couple was already living on a fixed income while raising one grandson, and now they have taken in two more. Because of red tape and other hard to jump through hoops, the grandparents get little to no assistance for these three quickly growing boys. Two of the boys receive Friday Food for Thought packages to take home each weekend.*

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*A very polite 4<sup>th</sup> grader and his equally polite 3<sup>rd</sup> grade sister are two recipients of the Food for Thought packages in Kenton County. They live in a home with 4 other children and their mother. Their stepfather who was the breadwinner in the home passed away suddenly in the fall of last year. There are aunts and uncles who visit frequently, and it seems there is always a lot going on at home. Our students who receive the packages are very thankful for the items they are able to count on each weekend. It also seems the packages (and hugs and smiles) they get each week offer a sense of security to the children. Mom may be trying to walk through grief in her own way, seek support, etc. and the kids, although taken care of, are in need of that same support. I am so thankful to our funders that I am able to offer that in the form of a Food for Thought package.*

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*I have worked with this family for many years - with their oldest child and now with a younger sibling coming through. I have watched as this family has pulled themselves from near poverty and pushed through college, the police academy and continues to push through college to reach*

*their ultimate goals. As I have seen them get closer and closer, with a new baby in the home, they still struggle at times financially. Parents are both working, but with Mom trying to finish school, work hours, childcare and current wages, times are still sometimes tight. Both the older and the younger students receive a Food for Thought package each Friday, but it is exciting to watch the family grow and push through knowing that their need for the extra food is soon coming to an end!*

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*The students who receive FFT bags at Simon Kenton have various backgrounds and challenges. Some of them have disabilities or parents with disabilities, others are living doubled up with friends or family, and several of them are being raised by their grandparents. All of them struggle to keep food in their cabinets for their growing teenagers. We appreciate everything you do for our kids and community!*

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*My friend, Jazman, is 9 years old and is in 3<sup>rd</sup> grade. She is an only child who lives with her mother in a low-income housing community in our district. She is so loving, quiet, and sweet. She always has a smile when we talk. But I know this little girl's heart is hurting...she worries about her mom, who just finished chemo and radiation therapy for breast cancer. Mom has been battling breast cancer for the past 2 years. Jazman has watched her mom lose energy, lose sleep, lose weight, lose her job, lose her hair, ...Mom struggles but does not want to burden Jazman anymore. Mom did have a part time job before the cancer but could not keep up with it after she started treatment. Mom also filed for disability but was denied and had to play the paperwork game for a long time in order to qualify. This weekend food bag not only gives Jazman food for the weekend but also the ability to make it herself. She knows there is something for her to eat and she doesn't have to wait for mom to make something for her.*

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*Currently I receive 15 bags from Action Ministries, but I actually feed 30 students a week. I have had to ask for food donations from a local church, so I have not had to turn any child away who needs food.*

*10 of the students currently receiving food fall under McKinney Vento status. This means they are classified as homeless. 11 of the students are being raised by grandparents or "great" aunts. The population of retired adults raising school age children and younger has been our population of greatest need especially for food. The grandparents I assist were hard working and the majority did not seek out social service assistance until taking in children during the retirement stage of their life. A grandparent told me the food really helps especially with the expenses the grandparent may have with their own medical / prescription costs.*

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*We have a darling little kindergartener here who is in a foster home. Her mom contacted me last week and asked for help because her spouse is temporarily off work due to an injury. She specifically mentioned a need for food. I explained the FFT program and the mom eagerly accepted the help. I was able to supply this child with a weekly food bag because a couple weeks*

*before a little boy who'd been getting the bags moved to a different school district. Funny how that works, huh?*

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*Last week I got a new family who enrolled 3 kids at Ryland. They are doubled up with family members. One of the kids' teachers asked if I could send FFT bags home with them and I had to explain to her that I only get 12 bags per week and they are all accounted for. So, I thought I should ask you if there are any bags left over each week so maybe I could go from 12 to 15 for the remainder of this school year. If not, I understand. [We told her to, of course, go ahead and take the extras she needs!]*

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*3 years ago, I was working with a little boy in 2<sup>nd</sup> grade. He had a very rough home life - parents on drugs - in and out of jail, very transient, concerns of physical abuse/neglect in the home. Social services reached out to me and said there was very little food in the home and could I start sending home food bags with him every Friday. Of course, we did!*

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*This little boy was also very quiet and introverted and had no friends at our school. Almost every day he would come to me, give me a hug, and ask "Is it Friday yet?" (If I was able, I would sneak him extra food.) He and I quickly formed a relationship and I started mentoring him here at school. He was only at our school for 1 year, and then social services removed him from his home over Christmas break, and I lost touch with him.*

*This past summer I was helping with a program here for children in foster care and I saw him! I shouted his name, and he ran up to me and gave me the biggest hug!! He didn't remember my name, but he remembered our talks and that I gave him food bags every Friday. As we talked, he was SO mature for his age and SO outgoing and HAPPY! He explained that he was placed in foster care 3 years ago and was being adopted that month! He said he had a loving family, and 3 siblings... and "plenty of food!"*

*As you can imagine, this warmed my heart! It's not often that we hear success stories like this in our line of work. But this is just a testament to how important these food bags are for our students. Not only do they provide for their basic needs, but they help these kiddos learn that there are adults out there who love them; and I believe it gives them hope!*

### **Sharing**

Because we are often blessed with very large quantities of a donated product, we have a network of agencies in our area that we can share, and sometimes trade, with. Last year, we shared with 85 other agencies, churches and schools.

### **Volunteering**

Volunteers are absolutely essential to our operation. As the program has grown, the demand on our volunteers has increased significantly and more people are constantly needed, some with specific skills. Amazingly, the Spirit has moved, and someone has come forward each time a need has arisen. We have a core of about 100 people who volunteer with us each month,



working in the warehouse, driving the truck, interviewing and serving the clients, managing the operation, taking care of necessary building repairs and maintenance and handling the business affairs of the Mission. Church groups, homeschoolers, school groups, local courts, and civic/business groups often use Action Ministries as a vehicle for their volunteer and community service opportunities. Lately, parents have begun bringing their younger children to work with them in the evening so that they can begin to learn the value of volunteering. The Mission has also become an outlet for some of our older people who want to remain connected and provide useful and meaningful service. We welcome everyone who wants to serve with us and try very hard to find a place to use their talents.

### **Our Budget**

Our budget for 2019 will be \$125,800, excluding donated inventory. \$68,400 will be spent for food for the General and Food For thought programs. **No money is being spent for salaries.**

# Mission Facts, 2018

## Our Clients

- We helped families with food 11,069 times
- We helped 2478 different households
- We averaged 922 families a month
- Total number of people in these families (unduplicated) 6654
- Average Household Income per family - \$925/month
- Number of weekend food bags (*Food for Thought*) distributed to students – 7073
- Number of Christmas boxes distributed to FFT students – 43

## Our Expenses

- We spent \$27,409 on food for our General Program
- We spent \$30,267 on food for the *Food for Thought* Program (bags and Christmas)
- Total spending for all food, Ensure, bags, gift certificates, etc. \$58,666
- Our total expenses for the Mission's Programs and for Operating and Property Expenses was \$102,213 (without donated inventory or depreciation), but NONE of it was for salaries.
- Average food only cost per pick up in the General Program - \$2.48
- Cost per pack in the *Food for Thought* program – \$4.00

## Outgoing Pounds of Food

- Total number of pounds distributed to our clients – 1,356,036
- Additional pounds distributed in weekend school program – *Food for Thought* – 35,040
- Total number of pounds we distributed to other agencies, schools and churches, etc. – 173,451
- Average pounds of food and grocery items given to each client family –123

# Income and Expense Summary 2018

## INCOME

Contributions	87,894
Food For Thought	27,634
EFSP (FEMA)	11,373
Other Income	13
Interest Income	1,872
<b>TOTAL INCOME</b>	<b>128,785</b>

## EXPENSES

### Ministry Expenses

Food and Ensure	27,409
Food For Thought	30,267
Miscellaneous (Bags, etc.)	990
<b>Total Ministry Expenses</b>	<b>58,666</b>

### Operating Expenses

Building Debt Reduction	4,385
Duke Power	10,819
Telephone	1,747
Water	391
Sanitation	1,358
Waste Disposal	2,639
Office Supplies/Postage	1,280
E&O Insurance	840
Annual Report Fee	-
Misc Warehouse Expenses	643
State Food Distribution License	-
Advertising/Promotion	52
<b>Total Operating Expenses</b>	<b>24,155</b>

### Property Expenses

#### Building

Building Maintenance	475
Floor & general cleaning	500
Insurance	4,413
Lawn care/snow removal	-
Pest Control	842
<b>Total Building Expenses</b>	<b>6,230</b>

# Income and Expense Summary 2018

## Equipment

### Truck

Vehicle Truck Maintenance	908
Vehicle Gas and oil	5,041
Insurance	4,127
Registration	99
<b>Total Truck Expenses</b>	<u><b>10,175</b></u>

### Other Equipment

Forklift Maintenance/propane	1,043
Floor Scrubber Maintenance	5
Freezer #1 Maintenance	753
Reach-in Freezer	333
Walk-in Freezer	273
Walk-in Refrigerator	-
Scale Maintenance	-
Lawn Mower(s)	-
Hand held vac	105
Other Miscellaneous	26
<b>Total Other Equip. Expenses</b>	<u><b>2,538</b></u>

**Total Property Expenses** **18,942**

### Fundraising Expenses

Misc. Expenses	-
<b>Total Fundraising Expenses</b>	-

### Miscellaneous

Miscellaneous Expenses	450
<b>Total Miscellaneous</b>	<u>450</u>
<b>TOTAL EXPENSES</b>	<u><b>102,213</b></u>

**NET INCOME (LOSS)** **26,572**

2018 Depreciation Expense 22,390

**NET OPERATING INCOME (LOSS)** **4,182**

# Balance Sheet

## December 31, 2018

### CURRENT ASSETS:

CASH IN CHECKING - UNDESIGNATED	63,412
CASH IN CHECKING - BOARD DESIGNATED	99,500
CASH - FOOD FOR THOUGHT	17,223
CASH - AMAZON SMILE	103
CASH - MONEY MARKET	40,398
CERTIFICATES OF DEPOSIT - GUARDIAN SAVINGS BANK	47,284
TOTAL CASH	267,921

INVENTORY	70,901
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<b>TOTAL CURRENT ASSETS</b>	<b>338,822</b>
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<b><u>RESTRICTED ASSETS: HERITAGE CD</u></b>	<b>21,047</b>
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### FIXED ASSETS:

LAND, BUILDING, AND EQUIPMENT	606,988
LESS: ACCUM DEP	249,259
TOTAL	357,729

<b>TOTAL ASSETS</b>	<b>717,598</b>
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### LIABILITIES:

ACCOUNTS PAYABLE	
MORTGAGE BALANCE	134,044
TOTAL LIABILITIES	134,044

### Net Assets:

NET ASSETS 1/1/18	579,372
INCOME (LOSS) 2018	4,182

<b>NET ASSETS 12/31/18</b>	<b>583,554</b>
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<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>717,598</b>
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