

April 27, 2015

Anita Favors-Thompson
City of Tallahassee

Vince Long
Leon County

Dear Ms. Favors-Thompson and Mr. Long,

The Board of Directors of America's Second Harvest of the Big Bend asked me to meet with them on April 1, 2015, to discuss the critical situation the food bank was facing. I reviewed their probationary letter from Feeding America, their national parent organization, analyzed their financial statements and walked through the Four Points Way facility. On April 3, I met with staff and the Board's Executive Committee and also with Mark Biewald, Director of Compliance and Capability at Feeding America, the primary source of nationally donated products to the food bank.

Following these meetings, I determined that Second Harvest was at critical risk of losing its membership with Feeding America and would be unable to continue to serve more than 130 nonprofit agencies unless immediate action was taken. Fortunately the Board of Directors and staff, following the separation from the CEO, had taken steps to respond to Feeding America's requirement to vacate the current facility. I agreed to serve as Interim CEO for one year at a reduced salary to assist with restoring the agency to financial stability and repairing any damage to its reputation as the primary source of food to those in need in our community.

This letter represents a request for emergency financial support from the City of Tallahassee and Leon County to meet the immediate needs of the food bank in this transitional period.

Specifically, Second Harvest is seeking emergency funds from the City of Tallahassee and Leon County to facilitate the required move to a new location. This request is for a loan, with deferred repayment for a short period, which would cover the majority of the expenses incurred in preparing the location at Entrepot Blvd. for use as a food distribution center. The loan amount requested is \$100,000, \$50,000 from the City of Tallahassee and \$50,000 from Leon County.

The Board and staff of Second Harvest have worked to negotiate rent and mortgage payment reductions, increase community donations and seek grant assistance. However, the loss of CHSP funds last year has led to an operating budget that cannot support the capital expenses required at this time. Steps are being taken to return the agency to a strong position and are described in the attached few pages.

Second Harvest is essential to the operation of 68 human services agencies in Leon County, including the expanded meal offerings at the Kearney Center. The capital city and county must have a program that demonstrates the caring and concern citizens have for those in need. Providing food, the most basic of needs, and the opportunity for others to share, contribute and volunteer is the mission of the food bank. The continued ability to help people help others every day is what the Board and staff of Second Harvest is asking the City and County to assist with in this time of need.

Respectfully Submitted,

James M. (Jim) Croteau, Ph.D.
Interim CEO
America's Second Harvest Food Bank of the Big Bend

CC: Dee Crumpler
Alan Rosenzweig
Michael Parker
Fred Kinch