

Livingston County CARES Inc. Board of Directors Meeting

Zoom

Monday, September 12, 2022

Approved Minutes

Meeting was called to order at 5:05 pm.

Attendance: Present and constituting a quorum: Bailey, Bolesky, Chicatelli, DiGiovanni, DeRider, Dolce, Donohue, Ellis, Herman, Lee, Matthews, Natoli, Obad, Rivera
Excused: Colin, Dracup, Kallio, Lehman, Palumbo, Wilson

Approval of Minutes of August 4, 2022 Meeting:

Harvey moved and Bolesky seconded a motion to approve the draft minutes of the board of directors meeting on August 4, 2022. Motion passed without dissent.

Officer Reports

President Matthews

Livingston CARES has established the “Livingston CARES Endowment fund” through the Rochester Area Community Foundation. Matthews provided a brief update on the Home Away From Home management change to Noyes Hospital with funding from the Livingston County Office for the Aging. Livingston CARES will continue to provide a holding account for the program, accept donations, and pay for expenses and supplies (not for staffing). Eddie asked about the donations running out in the future, and Matthews explained that donations will continue from participants and possibly other donors so we do expect the fund to continue with a positive balance.

Vice President Palumbo

Palumbo was excused from the meeting.

Secretary DeRider

DeRider reported that twenty students expressed interest in a trip at the Volunteer Fair. The fair was well attended and was the first in-person event since the pandemic.

Treasurer Bailey

Bailey reported on the August 12, 2022 meeting that she and Matthews attended with the Rochester Area Community Foundation to sign the paperwork and deposit the \$50,000.00 check establishing the Livingston County Cares Endowment Fund.

The Financial Report to the board is from July to August. There were a few donations to Nicaragua and a donation from Amazon Smile. Bailey updated drafts for the Livingston CARES and the trips budget. For the trips budget, Bailey used numbers from research on past trips for the estimated cost of food, vans, places to stay, etc. The trips committee talked about what to charge students for the trips. Bailey updated the report to show the cost of what to cover for each student. Each trip and price is shown on the report. Matthews brought up a possible Kentucky trip with Hope International that could accommodate a group of Geneseo students. Palumbo reached out to them for more information but has not received any responses so that trip is not included in the financial report. There was a discussion on the cost of trips and the fees that might make students hesitant to go on a trip. CARES should cover a portion of the cost. Chicatelli suggested that volunteering is essential for many students entering the workforce and these trips help fulfill that expectation. DiGiovanni believes that events such as our Livingston CARES trips should get better publicity through email and flyers. Matthews brought up the newsletter and suggested we expand the number of people on the mailing list. Registration will start on October 17 after fall break in order to permit more promotion time with emails and flyers.

Derider noted that two college events are in the Livingston CARES budget including a possible restart of the volunteer and awards reception that has not happened in three years and Geneseo Goes to Town that will occur in the spring semester.

Natoli moved, and Lee seconded a motion to receive the proposed budget and authorize the officers to adjust the lines in the budget when needed. Motion passed without dissent.

Executive Committee Report: Matthews

The Livingston CARES Executive Committee met on September 12, 2022, to plan for the academic year. The discussion included trip updates, Home Away from Home updates, and progress on the MOU.

Service Trip Committee Report: Harvey & Palumbo

There are three confirmed trips with two to Louisiana (January and March) and Give Kids the World (March). Palumbo is working on a fourth trip with the hosts in Puerto Rico to offer a service trip in May.

Gumbo to Go Committee Report: DeRider

DeRider reported that there would only be two choices for gumbo, regular and vegetarian. The website will be worked on, and the online tickets page will be live. For ticket distribution, there will be an online and physical option. Board members will be asked to sell the tickets. Marketing and promotion will start soon. Matthews spoke to Chef George Hockrueckner and he is all set for November 3 and agreed with the decision to cut the choices to offer only two options. Bolesky says the change in ingredients will work. Donohue suggested adding more chicken in place of the shrimp.

Update on MOU

No news on the MOU. The College is still reviewing the proposed agreement.

Home Away from Home Authorization

Harvey moved and Natoli seconded a motion that the Livingston CARES Board authorizes the President and Treasurer to continue accepting donations and gifts on behalf of the Home Away From Home Respite Program and to pay for Home Away From Home Respite Program supplies, expenses, and rental fees for the use of the Interfaith Center of Geneseo. All expenditures must be documented and approved by the project manager (Christa Barrows). This authority will expire when and if the funds in the two existing Livingston CARES project accounts (Home Away From Home and the Milie Pitcher Memorial Fund) are fully expended. Motion passed without dissent.

Adjournment

Natoli moved, and Bailey seconded a motion to adjourn. The motion passed and the meeting adjourned at 4:47 pm.

Respectfully submitted,
MacKenzie DeRider, Secretary

Upcoming Meetings and Events

Board Meetings

Monday, November 21 at 4 pm

Monday, January 30 at 4 pm

Monday, February 27 at 4 pm

Monday, April 24 at 4 pm (including annual corporation meeting)

Gumbo to Go

Thursday, November 3

Thursday, March 30

Service Trips

January 15-21 trip to Sulfur, LA
March 12-18 trip to Sulfur, LA
March 12-18 trip to Orlando for Give Kids the World
May 14-20 trip to Puerto Rico

Committee Assignments for 2022-2023

Executive Committee: Matthews (Chair) Bailey, DeRider, Lee, Chincatelli, Palumbo,
Governance: Palumbo (Chair), DeRider, Dolce, Lee, Matthews, Wilson
Events and Marketing: DeRider (Chair), Bolesky, Harvey, Dracup, DiGiovanni, Herman
Finance and Audit: Bailey (Chair), Colón, Ellis, Kallio, Lehman, Rivera
Fundraising: Lee (Chair), Colón, Matthews, Palumbo, Dolce
Gumbo to Go & Annual Dinner: DeRider (Chair), Bolesky, Obad, Donohue
Scholarship: DeRider, Matthews, Palumbo
Trips: Harvey (Chair), Natoli, Colón, Matthews, Palumbo
Ad Hoc Committee to Review Livingston CARES
Donations: Kallio (Chair), Dolce, Ellis

**Livingston Cares Board of Directors
President's Report**

Tom Matthews
9-12-22

A beautiful day in Geneseo. Enjoy the weekend! I wanted to share a few updates with you on activities since our August 4 board meeting.

Our Livingston CARES board meeting on Monday should end before 5:00 pm and we will move immediately to **new member orientation and training** that will wrap up no later than 5:30 pm.

Following our discussion about establishing an endowment and after consulting with the finance committee, Karen Bailey and I went to the Rochester Area Community Foundation office on August 12 to meet with the staff, sign the papers, and deposit the \$50,000.00 that created our new **Livingston County Cares Endowment Fund**.

The officers met on September 6 to do some planning for our 2023 service trips, Gumbo to Go, updates to the CARES website, the Volunteer Fair, Geneseo Goes to Town, the 2022 SEFA campaign, ROC the Day on November 29, new member training, and the 2022-2023 Livingston CARES Budget. The Gumbo to Go committee met on September 9 and the Trips Committee will meet on Monday afternoon to review the progress on the 2023 trips.

Mackenzie DeRider hosted the annual **Volunteer Fair** on September 7. Thank you to Eddie Lee and Andrew Herman who staffed the Livingston CARES table at the fair. There appears to be renewed student interest in service and engagement activities so we need to seize the moment and recruit students for our trips and other projects.

The **Home Away From Home Respite Program** will reopen in October under the sponsorship of Noyes Hospital with Christa Barrows serving as the manager of the program. Faculty members, student interns, and several families who were previously involved in the program will be participating this year. The Livingston County Office for the Aging is expanding a grant to Noyes to cover the cost of staffing the program. We need your approval on Monday for the following action: "The Livingston CARES Board authorizes the President and Treasurer to continue accepting donations and gifts on behalf of the Home Away From Home Respite Program and to pay for Home Away From Home Respite Program supplies, expenses, and rental fees for the use of the Interfaith Center of Geneseo. All expenditures must be documented and approved by the project manager (Christa Barrows). This authority will expire when and if the funds in the two existing Livingston CARES project accounts (Home Away From Home and the Milie Pitcher Memorial Fund) are fully expended."

Livingston CARES 2022-2023 Budget: Karen Bailey prepared a Financial Statement thru 9-31-22 and will present a budget for your review on Monday.