

Livingston County CARES Inc. Board of Directors Meeting
MacVittie Board Room, MacVittie College Union, Room 351
Wednesday August 8, 2018 12:00 – 1:00 pm

Approved MINUTES

Discussion prior to reaching a quorum:

Scheduling of board meetings - seeking consensus on dates and times

Consider using a Doodle Poll. Possible dates: Thurs. 9/13 4:00 - 6:30, 11/26 or 11/29

Attendance: Karen Bailey, Betsy Colon, Garth Freeman, Holly Harvey, Ken Kallio, Eddie Lee, Lyle Lehman, Austin Mann, Thomas Matthews, Phil Natoli, Nick Palumbo, Jen Rogalski

Matthews called the meeting to order at 12:16 pm

Approval of Minutes from 6/20/18 meeting. Motion to approve by Harvey, seconded Bailey, approved.

Officer Reports:

President (Matthews):

- Introduction of Betsy Colon
- Tom will be working 4 days a month with 3 primary functions: Livingston CARES, Alumni relations, and College records regarding events.
- SEFA Campaign - we received \$1700. They asked us for a quote to include in their next campaign.
- Membership: See attached summary of Exec. Committee mtg.,
- Updating donation envelopes and membership cards
- Geneseo Goes to Town Day (April 6, 2019)
 - Working with the Alumni office (Rose Linfoot) to coordinate a Livingston CARES Alumni Service Day across the US.
 - Engage LC Alumni to plan and facilitate a service day in their community.

Secretary (Freeman)

- Committee chairs: Please schedule committee meetings (as appropriate) for the Fall
- Check contact info and update if necessary
- Conflict of interest forms – please complete by 9/10/18 meeting

Treasurer (Bailey) - Presented Financial report (attached)

Discussed unrestricted funds (see action item)

Committee Reports:

Executive Committee: Report out from meeting

Governance: Updated board on planned board training to take place after next full board meeting

Finance:

Audit:

Events:

Gumbo to Go: Dates: Thursday Nov. 8, 2018 & Thursday April 11, 2019

Annual Meeting / Dinner:

Livingston CARES Day:

Friday Sept. 21

GOLD Workshop – Alumni of CARES trips

Tabling in MacVittie College Union from 11:00 am - 4:00 pm. A sign up form will be distributed

Scholarship:

Membership / Marketing: Discussed new membership strategy

Trips: (Matthews / Freeman / Palumbo) Report upcoming trips

- Tom discussed possibly working with [All Hands and Hearts](#) in PR as a way to save \$ for the May trip to PR.
 - Tom went to Student Government to ask for financial support - they gave us \$5,000
- January Trips 1/12/19 -1/19/19: Reservations
- Florida Keys - COST: est. \$525 (14 people) \$411.33 Tom Wilson (community member)
 - Houston, TX - COST: est. \$500 (10 people) 297.37 Nick Palumbo
 - Puerto Rico - COST: est. \$850 (Max 14 people) 403.80 Betsy Colon, Joe Kirk
- March Trips 3/16/19 -3/23/19:
- Florida Keys - COST: est. \$600 (14 people) Holly Harvey - tentative
 - Houston, TX - COST: est. \$600 (7-14 people) Joe Cope - tentative
 - Biloxi, MS - COST: est. \$700 (7 people) Boleski
 - Puerto Rico - COST: est. \$950 (14 people max) Fatima Rodriguez,
 - Atlanta, GA- COST: est. \$500 (7-14 people) - Robertson and Adams
 - Brooklyn, NY – COST: est. \$150 - Lowmaster
- May Trips 5/18/19 – 5/25/19
- Florida Keys – no cost estimate yet (14 people)
 - Puerto Rico – no cost estimate yet (max people 14)

Action Items (approved by Exec. Committee on 7/11/18) – need board approval:

1. Elect Betsy Colon to fill the board seat vacated by Tamara Kenney
Lee made a motion to elect Betsy Colon by unanimous consent, Kallio seconded, carried.
2. Affirm Executive Committee approval of Livingston CARES to accept funds from the Community Resource Network (CRN has \$777.11 balance in their account) and to establish a project account for the CRN.
Motion made by Freeman, Bailey seconded, carried.
3. Affirm Executive Committee approval to move forward on planned 2019 planned trips
See list above. Motion to proceed with planning for trips made by Natoli, seconded Harvey, carried.
4. Affirm Executive Committee approval to Authorize Board President and Treasurer to investment of funds into CDs - \$20,000
2 CDs at \$10,000 with 2% rate
Discussion: Lyle asked if we should check with bank if there are other, more flexible options. Matthews noted that we should talk to RACF at some point

A motion to invest \$20,000 of our unrestricted funds into a more advantageous account with a higher rate of return. Motion made by Natoli, seconded by Lehman, carried.
5. Approve the appointment of Nicholas Palumbo as Vice Chair of Livingston County CARES, Inc.
Discussion: Lee intends to vote no: Referring to bylaws (Art. IV. C. 3) it is his interpretation that we cannot elect a executive member as the position is not vacant (it was never filled). Lee emphasized his NO vote is not a vote against Nick, but the procedure and reading of the bylaws.
Motion to approve the appointment made by Lehman, seconded by Kallio. 1 No Vote: Lee.
Motion carried.

6. Affirm Executive committee approval to establish no fee structure for membership to Livingston County CARES, INC. effective immediately. Motion made by Freeman, seconded by Natoli, carried.

7. Approve a resolution to officially thank and recognize Tamara Kenney's board membership and contributions to the work of Livingston CARES, Inc. Motion made by Lee to accept Kenney's resignation with recognition, thanks, and appreciation for her years of service to the Livingston County CARES, Inc. board. Seconded by Kallio, carried.

Adjournment: 1:43 pm

Please save the following dates for Livingston CARES Activities

BOARD MEETINGS 4:00 – 5:00 PM in the MacVittie Board Room 351, MacVittie College Union:

FALL

6/20/18

9/13/18 –PLEASE NOTE: There will be a board training directly after the meeting, from 5:00 – 6:00 pm – all members are strongly encouraged to attend. We will provide dinner.

10/25/18

11/26/18

SPRING

2/4/19

3/11/19

ANNUAL / CORPORATE MEETING

April 15 – 4:00 PM Meeting

Dinner at 5:30 PM Interfaith Center

GUMBO TO GO

November 8, 2018

April 11, 2019

2018-19 COMMITTEE ASSIGMENTS:

Committee	Chair	Members
Executive Committee	Matthews	Bailey, Freeman, Lee, Livesey, Palumbo
Governance	Freeman	Palumbo, Huff, Lee, Natoli, Rogalsky
Finance	Bailey	Kennison, Livesey, Colon
Audit	Lehman	Sauter, Henning
Events (Gumbo to Go / Annual Dinner)	Donohue	Harvey, Kennison, Brady
Scholarship		Freeman, Matthews, Palumbo
Membership / Marketing	Lee	Bailey, Harvey, Henning, Kallio
Trips	Henning	Mann, Harvey, Huff, Lee, Sauter