

Livingston County CARES Inc. Board of Directors Meeting

REMOTE VIA ZOOM

Monday, March 8, 2021 4:00 - 5:00 pm

Approved Minutes

Attendance:

Present: Bailey, Bolesky, Colón, Donohue, Ellis, Freeman, Garbarini, Harvey, Kallio, Lee, Matthews, Orcutt, Palumbo, Rivera, Wilson

Absent: Clarke, Geizer-Getz, Lehman, Natoli, Slawetsky

Call to order: Meeting was called to order at 4:05 pm

Approval of Minutes: A motion to approve was made by Wilson and seconded by Kallio. Minutes were approved unanimously.

Officer Reports

President (Matthews): See attached President's Report

Vice President (Palumbo): Palumbo is drafting a Memorandum of Understanding (MOU) with the College and will consult with Ken Kallio on the language. Livingston County Chamber of Commerce: Shared update on meeting with Laura Lane, instantiating our work and aligning with the mission of CARES. Freeman and Palumbo plan to meet regularly to discuss ways we can collaborate.

Secretary (Freeman): Freeman thanked interns for continued work.

Treasurer (Bailey): Presented the February 28, 2021 Financial Report. The report does not include the Geneseo Groveland Emergency Food Pantry (GGEFP) cash balance. In order to bring the MLK project fund balance to zero, we have covered the previous negative balance from unrestricted funds. We also did the same with the membership line that has carried a negative balance for over three years. Our cash balance in KeyBank does not reflect the credits pending from Allegiant and Southwest. Lee asked about a balance in quickbooks of \$6533.06 and a difference of \$594.00. Bailey explained that we were credited directly to the keybank account but there were charges that came in so we will make the corrections in the next report. Matthews shared a budget narrative to explain all of the different funds and accounts. Rivera agreed that it is helpful. Kallio suggested that we link the document to the financial report.

Sponsored Program Updates:

_____ Home Away From Home Respite (HAFH) Program: Freeman reported that the HAFH will be highlighted in the upcoming CARES Newsletter

Food Security Advocates (FSA): Freeman reported that the FSA is continuing to pursue options for an on campus pantry organized in partnership with the GGEFP. FSA will continue to use the special project account to hold money from fundraisers for FSA and for the GGEFP pantry.

Committee Reports:

Executive Committee: Will meet in the coming month to discuss trips planning for 2022
Events and Marketing: No report.

Finance and Audit: No report

Fundraising: No report

Trips Committee: Natoli and Matthews met to discuss the possibility of offering a trip to Louisiana in May.

COVID-19 Ad Hoc Committee - Healthcare Workers Appreciation Initiative:

Harvey reported that the committee is moving forward with plans for the distribution of 2700-2800 cookies. Our approach has changed to working with larger kitchens since the smaller bakeries could not meet the demand. CAS and Morrison Living at the Livingston County Center for Nursing and Rehabilitation in Mt. Morris will bake the cookies. Delivery of cookies will take place on Thursday March 26 and Friday, March 27. The kitchen staff at these two locations will individually wrap and place our Livingston CARES stickers on each cookie. Many donors have contributed to our project fund and C & R Foods is supplying the cookie dough at their wholesale cost. We are currently short on volunteers and could still use more donations. We received a \$350 grant from Wegmans and we may need to purchase Wegmans reusable bags to use in the distribution of the cookies. Cookies will be pre-marked in bags for the volunteers to deliver to each healthcare worksite. Freeman is creating a postcard to include in the larger packages and the card will have the names of all the donors to the project. Freeman is asking student volunteers to write handwritten notes on the postcards.

Items for discussion:

Livingston County Cares for our Healthcare Workers - see above

Staten Island trips Zoom reunion is scheduled for March 10 from 7:00-8:15 pm.

Participants from the six Staten Island trips were invited and all trip leaders are registered to participate and the zoom is opened up to all trip participants even if they have not registered for the event. Palumbo will share the link with the board.

Additional Zoom reunions are possible if any of the board members would like to help organize a reunion.

Hurricane Sandy relief funds: Freeman is continuing to research possible projects to fund with our remaining Sandy funds. SBP in New Jersey has ceased work on Sandy related projects. Perhaps New York CARES or Tunnels to Towers might still be doing Sandy projects.

May 2021 Service Trip to Lake Charles area of Louisiana:

Palumbo reported that the college has been clear that they do not want to support our students going on trips this year. We cannot promote any trips to the student body. Matthews has been in touch with Tim Lowmaster who is willing to lead a community based trip without students. Ostensibly a student could reach out and graduates could go without any issue. Matthews shared that we should not promote to students. Matthews shared that Phillip Decker from the Fuller Center is willing to take as few as 3-4 people with a leader. This trip would keep us involved in service trips. CARES will cover all expenses except the airfare for the trip. Wilson suggested we should send the information to some of the area churches to recruit volunteers. The Fuller Center for Disaster will be the host and assign the work projects on new work as opposed to demolition. Wilson asked if the homeowners would be involved with the rebuilding projects? Matthews will be the host site. Garbarini asked about covid testing and social distancing.

UMCOR in Louisiana may be involved as a host for the trip. The group will be staying at Fuller site. Kallio shared that we should insist community members are vaccinated before travelling on a trip. Matthews shared that at this time we are not sure if we can require participants to be vaccinated, but we can require folks to be tested prior to travel. Lee asked about being able to post on the website and, if so, we need to be very clear that it's *only* for community members. We will use the same systems for signing up and will only target the trip to community members. Ellis suggested the Chamber could be a source for trip volunteers. Orcutt shared that in her opinion it may not be best to organize this trip. She is concerned that it may not reflect on us well. Colón shared that she is leaning towards what Orcutt has expressed. Bolesky asked if someone could go to the college and ask them if it would be a problem to organize and coordinate the trip. Palumbo shared that he is willing to take this proposal to the Vice President and the cabinet. Colón shared that this is just a sensitive time in relation to COVID and that the College is invested in maintaining everyone's safety. Orcutt shared that she is just concerned with the perception and future relationship between CARES and the College. Matthews shared that he does not perceive any discord or disagreement. Garbarini shared that as an off campus student there are a lot of restrictions and students are very limited on activities. We should communicate that the trip is only for community members. Bolesky shared that the community is a big part of our organization.

There is consensus from the board to organize this trip - see below in action items.

Service trips to Puerto Rico: No May 2021 trips are possible, but Matthews has reserved three trip slots for 2022 that will be limited to 8 volunteers on each trip. The trips will be January 15-22, March 12-19.

New Business:

Future Zoom Reunions: Officers will plan additional zoom reunions if there is interest.

Livingston County Chamber of Commerce membership: Matthews, Palumbo, and Freeman met with Laura Lane from the Chamber and discussed the benefits of joining. They agreed that there are a number of great reasons to join and will put it to a vote. See below in Action Items.

Action Items:

A motion was made by Kallio, and seconded by Wilson to approve moving forward to coordinate the service trip to Lake Charles, Louisiana with only community member volunteers and the "blessing of the College." Motion carried unanimously.

A motion was made by Bolesky and seconded by Colón approving Livingston CARES joining the Livingston County chamber of Commerce. Motion carried unanimously.

Adjournment:

5:15 PM

Please save the following dates for Livingston CARES Activities:

Upcoming Meeting dates:

Corporate Meeting and Board Meeting: Monday May 3, 4:00 - 5:30 PM via zoom

2020-2021 Committee Assignments:

Executive Committee: Matthews (Chair), Palumbo, Freeman, Bailey, Lee, Clarke

Governance Committee: Freeman (Chair), Palumbo, Lee, : FreemanNatoli, Wilson, Slawetsky

Events and Marketing Committee: Freeman (Chair), Bolesky, Geiser-Getz, Rivera, Harvey,
Orcutt

Finance and Audit Committee: Bailey (Chair), Colón, Ellis, Garabini, Kallio, Lehman

Fundraising Committee: Lee (Chair), Matthews, Palumbo, Colón, Orcutt

Gumbo to Go & Annual Dinner Committee: Freeman (Chair), Bolesky, Donohue, Iturbides,
Garbarini

Scholarship & Grants Committee: Freeman, Matthews, Palumbo

Service Trips Committee: Natoli (Chair), Harvey, Clarke, Colón, Matthews, Palumbo, Slawetsky

15th Anniversary Celebration Committee: Harvey (Chair), Bailey, Bolesky, Orcutt, Palumbo,
Wilson

COVID-19 Committee: Donohue (Chair), Bailey, Harvey, Matthews, Natoli

Livingston CARES Board of Directors
03-08-21
Tom Matthews President's Report

Greetings everyone. We are all looking forward to spring and an easing of the pandemic. What an incredible year! Although Livingston CARES has been unable to offer our traditional service trips to warmer places, especially in January and March, we have been engaged in some significant projects and programs. Thank you board members for helping with the COVID-10 Front Line Workers Appreciation project last summer, the Black Lives Matter initiative, and the zoom celebrations and reunions. Here is a short report and update prior to our Monday, March 8 board meeting:

Service Trips: Last week, we received word that our UMCOR and Rehace hosts in Puerto Rico decided to postpone reopening their three recovery centers until January of 2022. Prior to last week, we had a reservation for May 22-29 and Dan Martin lined up to serve as the trip leader. I immediately contacted Tamera Jackson who is scheduling the 2022 reservations and she has now confirmed that we have January 15-22, March 12-19 and May 21-28. The teams will be limited to 8 volunteers so we will be limited to 24 volunteers in 2022.

Our second possible location for May 21, 2021 is in the Lake Charles area of Louisiana. I checked with the UMCOR hosts and they anticipate being able to host a team of 7 people on May 23-29 at the Fuller Center Disaster Rebuilders. Philip Decker, who worked with our volunteers in the Florida Keys, will be supervising the teams in Lake Charles. I spoke with him last week and he is excited about the possibility of working with our Livingston CARES volunteers. Tim Lowmaster confirmed that he is willing to lead the team. We need to make a decision on Monday about this trip. Since the trip would be after the end of the spring semester, we hope the College will permit students to participate. If not, it is possible to offer the opportunity to community volunteers. We will need to make a decision on Monday in order to put the wheels in motion to recruit volunteers and make arrangements for the trip. I recommend that we offer this opportunity for service.

Zoom Reunion: On Wednesday, March 10, we will host another zoom reunion for the teams that volunteered for the recovery efforts after Hurricane Sandy on Staten Island. Livingston CARES hosted six trips in conjunction with New York UMCOR in 2013-2015. We are still recruiting the alumni to participate in the reunion and all of the trip leaders are signed up to participate.

Livingston County Cares for our Healthcare Workers: As you recall, we reached a consensus at our January board meeting to reactivate our COVID-19 Committee and orchestrate a second thank you project to focus on thanking our healthcare workers who have borne the brunt of the pandemic as they continue to serve the public in these difficult times. We originally estimated that there are 800 plus healthcare workers in the county. Turns out the number is over 2,700 hundred and that means a lot of cookies to bake and distribute. The committee spent the past three weeks compiling a list of agencies with numbers of employees and locations, and making phone calls to make sure offices will be open and willing to accept gourmet cookies. An amazing and positive response throughout the county! There are nearly 250 locations to cover. Baking 2,700 cookies is no small task so we have two large kitchens and that have volunteered to bake and wrap and bag the cookies: Campus Auxiliary Services (Letchworth Dining Hall) and the Livingston County Nursing and Rehabilitation

Center in Mt. Morris. We have ordered 43 caes of cookie dough from C & R Foods to be delivered to the kitchens. The cookies will be baked and ready for our volunteers to pick up for distribution on Thursday, March 25 and Friday, March 26. Garth has designed a sticker to be placed on each wrapped cookie that says "Livingston County Cares for our Healthcare Workers." We will also prepare a card with an explanation of the project and the names of the donors to be handed out to each location/agency receiving cookies.

We would like to include your name as a donor (even a few dollars) will help us tell our healthcare workers that we care about them and appreciate their important work. Donations are easy to make through Venmo or PayPal at <https://geneseo.edu/livingston-cares> or check or cash. Thanks.

Looking forward to seeing you on Monday.