

Livingston CARES Inc. Board of Directors Meeting

January 22, 2014

Approved Minutes

The Board of Directors met in the MacVittie Board Room on January 22, 2014. The following Board members were present: Tom Matthews, Kay Fly, David Parfitt, Lyle Lehman, Chris Crocker, Kyle Kelschenbach, Alyssa Stefanese, Dan Martin, Brenda Donohue, Phil Natoli and Karen Baily. Guests Lynn Horowitz, Caitlyn Edwards, and Austin Stone.

Approval of the Minutes: Natoli moved and Martin seconded a motion to approve the minutes of the October 23, 2014 meeting of the Board of Directors. The minutes were approved.

Proposal: Caitlyn Edwards and Lynn Horowitz proposed a Weekend of Service in Rochester that would start on a Friday night and end on Sunday morning. Edwards indicated that they have worked with the Open Door Mission on previous occasions and would likely make that a component of the service projects. Horowitz noted that they are having trouble finding a place to stay overnight. Matthews suggested that that Livingston CARES could help by donating \$25 per person to assist with the cost of the Weekend of Service. Parfitt asked if they had causes they were interested in and Edwards responded that hunger and poverty will be emphasized. Edwards said that there would be an interest meeting next week on Feb. 5th.

Resolutions: Matthews reported that the three resolutions that were circulated electronically in January were approved unanimously by all members of the board who responded. See below for confirmation of the resolutions.

Discussion and Updates on Trips: Mathews reported that there were 20 volunteers for the January trip to Biloxi and that they worked with HOPE CDA and stayed at Camp SUMA. HOPE CDA has reduced their staff from 80 employees to less than 20 employees. Matthews indicated that he is concerned about the future for HOPE CDA. Based on conversations with employees and a gut feeling that we need to explore other options for future trips, he reported visiting the United Church of Christ Back Bay Mission in Biloxi. The dates we normally use for trips were open on the Back Bay Mission so he confirmed by email that Livingston CARES is interested in working with them on our May 2014 trip as well as the January, March and May weeks for 2015. He reported that we will need to make a \$200.00 deposit for all four trips by the middle of February. The Back Bay Mission facilities will accommodate up to 44 people and is divided between two bunk style rooms for men and women. Back Bay Mission has a professional kitchen but mission groups

prepare and cook their own meals. Matthews said that they need skilled workers coming on work trips and that we will need to find more community members who have construction skills. Matthews said that the Back Bay Mission is focused on building houses and there would be plenty of work for our volunteer teams.

Natoli stated that when his group worked on a house they did mudding, and sanding and painting and volunteers always learn these skills quickly. Lehman suggested that BOCES has trade people and that we might be able to partner with them on trips. He also suggested that BOCES could bring in tradesmen on a Saturday to teach our students some construction skills. Mathews said that we need three or four skilled tradesmen on a trip who could teach our students the skills to do the required work. Donahue asked if there are skilled tradesmen in Biloxi who could work with our groups. Matthews responded that they do provide some supervisors who are skilled but the hosts expect at least some skilled people to come as part of the volunteer groups.

Matthews said that we have SUMA on hold with a deposit for May the May trip. If we move to Back Bay Mission we may have to forfeit the SUMA deposit. Part of the costs for the Back Bay Mission is a construction fee of \$100.00 per volunteer. This is typical of all the mission trips but we have not been paying a fee to HOPE CDA. We have donated some monies and will need to consider making a donation after our trips this spring.

Matthews reported that students find it meaningful when they help a person move back into their house and the January volunteers spent the better part of one day helping a man move all his life's possessions back into his house that had just been completed. The experience was cited by every volunteer as one of the most meaningful experiences of the week. We have had several such experiences with HOPE CDA so we should remember the total experience and not just focus on the frustration with what has sometimes seemed to be make work projects.

Matthews reported that Student Association allocated \$3,000.00 for financial assistance grants to students. SA also provided \$900.00 to help reduce the cost of the March trip. Phi Eta Sigma also donated \$1200.00 to help reduce the cost of trips to the students. He also reported that 14 volunteers have registered for the March trip and that two more drivers and three students are needed to fill the 21 spaces. There are five spaces remaining for the May trip to Staten Island and 12 spaces left for the May trip to Biloxi.

Stefanese reported on the January Staten Island trip and indicated that the supervision of Tunnels to Towers was excellent and that they had two to three supervisors and the group was able to assemble a house in three days as well as paint two houses.

Finances: No financial report was prepared for the January meeting because our student accountant just returned from winter break. Matthews reported that a sizeable sum of money has been received for the school projects in Nicaragua as

well as a new pre-school project. Matthews also reported that monies collected by athletic teams were transferred to several different charities.

Matthews asked for approval to donate \$1,000.00 for cots that were purchased by the Bethel United Methodist Church on Staten Island for use by volunteers including our January 2014 volunteers. Natoli moved and Parfitt seconded a motion to approve the donation of \$1,000.00 to the United Methodist Annual Conference for the Bethel United Methodist Church on Staten Island. The motion was approved.

Confirmations of resolutions Approved by electronic vote: (1) Resolved that the Livingston Board of Directors authorize the officers to establish a holding account for the Livingston County Kids Backpack Program and distribute funds collected for this program. (2) Resolved that the Livingston CARES Board of Directors authorize the officers to allocate \$500 from the general fund for the purpose of supporting the service component of the Martin Luther King Jr. day of Leadership and Service on January 20, 2014. (3) Resolved that the Livingston CARES Board of Directors authorize the President to apply for inclusion in the 2014 SEFA campaign. Donahue moved and Baily seconded a motion to affirm all 3 action items. The motion was passed.

Give Kids the World: Parfitt indicated that he received a \$200.00 gift card donation from Wegmans for the Give Kids the World 2014 trip to Orlando. The students also hosted a concert and will be doing a hot dog sale in front of the Integrated Science Center later this winter. Parfitt said that the cost for the trip is \$750 per student. There are 12 students and one student leader plus Parfitt going on the trip. There was a brief discussion about fundraising activities and the need to review activities in the future. Parfitt indicated that CARES does not provide funding for this trip. Matthews reported that Give Kids the World trips have been self-funded through a holding account.

Discussion: Week-end service trip. Matthews recommend that we support the Weekend of Service. Student volunteers will pay a fee up to \$25 and Livingston CARES will provide \$25 per student for expenses such as gas, supplies and donations to the service agencies. The students would have to sign a release form. Lehman Moved and Baily seconded a motion to allocate \$25 per student participant with a maximum of 14 students for expenses for the March 2014 Weekend of Service Project. The motion passed.

Adjournment: The meeting was adjourned at 5:00pm.

Kay Fly, Secretary

Dates for future meetings & events:

Wednesday, March 12 (4:00-5:00 pm) in the College Union Board Room.

Tuesday, March 25 (2014 Volunteer & Service Awards Dinner at 6 pm)

Thursday, April 10 (Gumbo to Go Dinner) (Prep & Dinner from 9 am to 6:30 pm)

Monday, April 28 (Corporation Annual Meeting & Dinner) (4:30 pm)