

Livingston County CARES Inc. Board of Directors Meeting

REMOTE VIA ZOOM

Monday, March 21, 2022, 4:00 - 5:00 pm

Approved Minutes

Attendance:

Present and constituting a quorum: Bailey, Bolesky, Colón, Donohue, Dolce, Ellis, Freeman, Harvey, Kallio, Lee, Matthews, Palumbo, Wilson

Absent: Lehman, Marafioti, McCue, Popnikolova, Rivera

Call to order: Meeting was called to order at 4:02 pm.

Bailey moved and Harvey seconded a motion to approve the draft minutes of the January 31, 2022 board meeting. Motion was approved.

Officer Reports

President (Matthews): See attached President's Report.

Matthews thanked Kallio for preparing a list of options for members of Livingston CARES to consider for donations to help Ukraine. The non-profits are posted on the Livingston CARES website. Donohue asked about the Ukrainian churches in Rochester - ROC Maidan and Colón attended a service at the Ukrainian church in Irondequoit and will share additional humanitarian agencies helping Ukraine. Harvey shared that she has heard AirBnB is a great way to support the Ukrainian people. Matthews asked if the board is interested in donating \$500.00-\$1,000.00 to the efforts. All board members agreed that we could help by donating money from our disaster funds. Kallio shared that many of the organizations are effective in utilizing donations and recommended that the World Central Kitchen, CORE, and AirBnB be considered. Colon suggested that we consider Kallio's suggestions for our donations.

Matthews asked board members to help Freeman and the students with the Geneseo Goes to Town service event on April 23. He also asked if any board members might be interested in attending the Chamber of Commerce 50th Anniversary Dinner on April 23?

Vice President (Palumbo):

MOU updates - Palumbo reported that there is no significant change since the last meeting on 1/31/22. SUNY Legal has reviewed the document and it is currently under review by the cabinet level staff. They are synthesizing the legal team's findings and will provide a list of questions to address any legal concerns about MOU. Dean Sancilio will review the questions with Livingston CARES.

CARES Website: Palumbo has updated the site based on feedback from the board and a post event survey. He edited the site highlighting Gumbo to Go at the top of each CARES page. Palumbo walked the board members through the order

form for Gumbo. Palumbo also shared updates he made to the site for Gumbo, Ukraine, and 2023 service trips. Board members thanked Palumbo for his work on updating the website. Lee asked about Gumbo to Go logistics. Will we use a different entryway? Yes, the Second Street entrance instead of the kitchen will be used for patrons picking up Gumbo. The online order details will be shared with the kitchen volunteers in advance to enable the orders to be filled more quickly.

Secretary (Freeman): Freeman reported that Newsletters schedule now calls for sending to members on the 15th of the month in February, March, April and May. Please submit content to freemang@geneseo.edu at least a week prior to the 15th. A special Gumbo to Go issue of the newsletter will be sent next week.

Treasurer (Bailey): Financial Report: Bailey shared the financial report and shared a few highlights. Trips show some surpluses and debits and we are thinking that we might decide to cover debits with unrestricted funds. Received an anonymous donation of \$1,314.00 to assist students with financial grants for service trips.

Bailey also reported on some accounting errors that occurred with Home Away From Home, Food Security Advocates and the Campus Pantry project accounts. The corrections will show as a reclassification on the financial report and all the discrepancies have been fixed. Matthews mentioned the “food pantry” line of \$1625.00 and suggested that the money be redirected to support staff members who need financial assistance with trip expenses. The funds were donated by Tom & Betsy Matthews originally to support a student intern at the Geneseo/Groveland Emergency Food Pantry. The pantry funded two students prior to the hiring of a part-time manager. Student interns are no longer needed so these funds should be redirected to other Livingston CARES programs.

Bailey reported that \$2112.15 was sent to Rehace in Puerto Rico to purchase a freezer. Rehace will be sending photos and a report to Livingston CARES after the installation is complete. Kallio asked about the \$1,182 in COVID 19 funds and what we might consider doing with the remaining funds. Bailey responded that we might want to make future contributions to another charity. Harvey suggested we might not yet be over the pandemic and that we might want to donate to some COVID related programs. Kallio mentioned that there are organizations supporting continual efforts to address COVID. Lee asked about the \$200.00 in the HEROES account and Freeman will be sharing that information with the student leaders in HEROES.

Bailey also reported that the Kentucky tornado funds were sent to two organizations in Kentucky and that Livingston CARES absorbed the PayPal overhead fees as we do with all other donations through PayPal.

Sponsored Program Updates:

Home Away From Home Respite Program (Leary): Leary was unable to attend the meeting and Freeman shared that HAFH Resp is running smoothly and clients / caregivers are all satisfied with the program.

Food Security Advocates and Campus Food Pantry: Freeman reported that he will have a full report on these programs in the upcoming annual report.

Committee Reports:

Executive Committee: No Meetings to report.

Events and Marketing: Freeman reported that Geneseo Goes to Town is scheduled for Saturday April 23. There are currently 12 projects that will accommodate up to 179 students (at maximum capacity) in the following towns/villages: Avon, Geneseo, Groveland, Hemlock, and Livonia. He will be promoting the event to students heavily after break.

Finance and Audit: No Report

Fundraising: No Report

Gumbo to Go and Annual Dinner: Gumbo committee met on 3/18. See [meeting notes](#)

Scholarship: No Report

Trips Committee: Freeman reported that he is investigating a possible service trip with City Relief in New York City.

Items for discussion:

Support for Ukraine: Kallio suggested that CORE may be a good organization to work with the Ukraine humanitarian efforts.

Constant Contact update:

Freeman reported that the cost is \$340 per year for 2,500 active email contacts per month. We are paid through January 2023 but he will look into a more affordable alternative in the 2023 year

St. Bernard's Parish (SBP) Lee suggested we want to partner with St. Bernard Projects (SBP) in other locations across the country.

New Business:

Establishing an endowment with Rochester Area Community Foundation (RACF): Bailey reported on the meeting with Mary Hartstein at RACF. Board members who attended had their questions answered and there was not a lot of new information that we did not already know about the RACF endowment funds. Lee asked is there be issues with the MOU that would jeopardize the ability to establish the endowment. Matthews shared that the core issues lie with risk

management and liability concerns. Matthews is seeking a relationship with the College that is very similar to the Geneseo Foundation, in that it is a separate entity, but one that is clearly connected to the College. Kallio shared that the President signs the College and Community Compact and we are part of that community. We hope to resolve the concerns of the College and move forward with the MOU prior to committing to an endowment fund with RACF. Wilson asked if would have the ability to access any of the principal. Yes, that is an option to get some of those funds back in an emergency if needed. Lee clarified that we need \$50,000 to establish an endowment fund. Currently, we do have \$50,000.00 earning practically no interest at Key Bank.

Action Items:

A motion was made by Harvey and seconded by Wilson to donate \$1000 to be split equally \$500 / \$500 between World Central Kitchen and AirBnB. The motion was carried unanimously.

A motion was made by Donohue and seconded by Kallio to reimburse board member Tom Wilson (\$150.00) for materials for repair of the countertop at Central Presbyterian Church damaged during November Gumbo to Go Dinner. The motion was carried unanimously.

A motion was made by Bailey and seconded by Freeman to move forward to establish an endowment with RACF, once the MOU is finalized with the College. The motion was carried unanimously.

Adjournment:

A motion to adjourn was made by Wilson and seconded by Harvey. The meeting adjourned at 5:15 pm.

Submitted by

Garth Freeman, Secretary

Please save the following dates for Livingston CARES Activities:

Board of Directors meetings:

Annual Meeting
Monday, April 25, 2022

Gumbo-to-Go:
Thursday, April 7, 2022

Geneseo Goes To Town:
Saturday, April 23, 2022

2021-2022 COMMITTEE ASSIGNMENTS:

Executive Committee

Matthews (Chair) Bailey, Freeman, Lee, Marafioti, Palumbo,

Governance

Freeman (Chair), Lee, Matthews, Natoli, Palumbo, Wilson

Events and Marketing

Freeman (Chair), Bolesky, Harvey, Popnikolova

Finance and Audit

Bailey (Chair), Colón, Ellis, Kallio, Lehman, Rivera

Fundraising

Lee (Chair), Colón, Matthews, Palumbo, Dolce

Gumbo to Go & Annual Dinner

Freeman (Chair), Bolesky, McCue, Donohue

Scholarship

Freeman, Matthews, Palumbo

Trips

Natoli (Chair) Harvey, Colón, LaRocca, Matthews, Palumbo

Ad Hoc Committee to Review Livingston CARES Donations

Kallio (Chair), Dolce, Ellis, Popnikolova

Livingston CARES Board of Directors Report

3-21-22

Tom Matthews, President

March Greetings: Looking forward to seeing everyone at our next formal board meeting on Monday, March 21 from 4:00-5:00 pm by zoom.

Memorandum of Understanding (MOU) between Livingston CARES and SUNY Geneseo:

The draft MOU was submitted to the SUNY Legal Counsel contract lawyer for review. Lenny Sancilio met with the lawyer and staff members from the Administration and Finance Division on March 1 to discuss the draft MOU. He asked Counsel and Administration and Finance to send a list of the questions and concerns in order to give the Center for Community and Livingston CARES an opportunity to address the concerns. The hope is that we can focus on how to continue the programs while reducing any perceived risks associated with them. Sancilio has not yet received the list of questions and concerns.

Support for Ukraine: Our March Newsletter will include a short statement about our support for the Ukrainian people and a list of credible agencies accepting donations and providing humanitarian assistance to Ukrainian families displaced by the Russian invasion. Ken Kallio shared a few suggested agencies. If you have a charity you would like us to include in the list, please let us know before Monday afternoon.

[Community Organized Relief Effort \(CORE\)](#) (founded by Sean Penn in 2010 to assist with the earthquake disaster in Haiti and assisting with the humanitarian effort in Ukraine)

[World Central Kitchen](#) (charity founded in 2010 by Chef Jose Andres featured on 60 Minutes feeding people in Puerto Rico after Maria and in Haiti after the most recent earthquake)

[UN World Food Program](#) (United Nations World Food Programme provides over 15 billion meals to over 100 million people. Has a special appeal for the Ukrainian families)

[Airlink](#) (founded by the Society for Transport Aircraft Trading and their first project focused on assistance with the 2010 earthquake in Haiti)

[AirBnB](#) (AirBnB is providing free housing for refugees and people are booking places in Ukraine with no intention of staying as a way to support Ukrainians)

[American Federation of Teachers Fund:](#) (a fund directed to help refugee children and families displaced by the war in Ukraine)