

Livingston County CARES Inc. Annual Corporate Meeting

Monday, May 1, 2023 at 4:00 pm

Central Presbyterian Church Fellowship Hall

Approved Minutes

Call to order of Annual Meeting of the LC Corporation: 4:10 pm

Attendance: Bailey, Matthews, Wilson, Lee, Ellis, Colon, Harvey, Chicatelli, Dracup, Natoli, Bolesky, Obad, Henry, DiGiovanni, Drapala, DiGiovanni, Kallio, Lehman, Martin, Herman

Guest: Barrows

Excused: Dolce

Review Livingston County Cares, Inc. 2023 Annual Report to the Community:

Board members were impressed with the 2023 Annual Report and noted the amazing record of Livingston CARES sponsoring 94 service trips since its founding in 2005. There were reflections on the cancellation of the 2020 trips and the single trip in 2021 that was limited to community residents. Although trips were scheduled in 2022, they were eventually canceled due to the pandemic. Fortunately, in 2023, Livingston CARES was able to offer two spring break trips to Florida and Louisiana and a third to Puerto Rico in May. Donohue noted the history of donations from 2005 through 2023. Matthews noted that Livingston CARES has a great track record of getting students and community members to participate in service trips.

Barrows reported that in 2022-2023 the Home Away from Home (HAFH) provided services to 9-10 adults with memory loss. There were 20 student volunteers each semester that provided 1,005 hours of respite services. Colon asked about training of student volunteers and Barrows noted the required online course for volunteers. HAFH will operate one day a week throughout the summer months and return to two days each week in the fall. Barrows anticipates an increase in rental fees for 2023-2024.

Although there were no representatives from the Nicaragua program or the Food Security Advocates present at the meeting, their reports are included in the Annual Report.

Donohue moved to accept the annual report with thanks to DeRider and the student interns. Harvey seconded the motion and it was approved without dissent.

The meeting of the corporation adjourned at 4:40 pm.

Livingston CARES Board of Directors Meeting
Monday, May 1, 2023
Central Presbyterian Church Fellowship Hall

Approved Minutes

The May 1, 2023 meeting of the Board of Directors was called to order at 4:41 pm.

Attendance: Bailey, Matthews, Wilson, Lee, Ellis, Colon, Harvey, Chicatelli, Dracup, Natoli, Bolesky, Obad, Henry, DiGiovanni, Drapala, DiGiovanni, Kallio, Lehman, Martin, Herman

Guest: Barrows

Excused: Dolce

Approval of Minutes of March 6 , 2023 Meeting: Kallio moved and Bailey seconded a motion to approve the minutes. The minutes were approved without dissent.

Officer Reports

President Matthews supplemented his written report with brief updates including the receipt of a written pledge of \$250.00 from Jessica and Peter Blair to be sponsors of the next Gumbo to Go Dinner. The Blair's loved the Gumbo and were responding to the flier in the Gumbo bags asking for sponsorships. Matthews noted that the Fundraising and Gumbo Dinner Committees will need to meet soon and make some decisions about the rules for sponsorships. The student members (new and returning) made several suggestions on ways to attract more students by offering a chili dinner. Student board members will be encouraged to participate in the planning for next year and to help work on the schedule and options for fundraising meals.

It was decided that there will be a meeting with students, the gumbo to go committee, and the fundraising committee.

Vice President Palumbo: Palumbo reported working with Dan Martin on the May trip to Puerto Rico. One of the student volunteers withdrew from the trip and he is looking to fill that seat on the trip. He also reported no progress on the MOU discussion with the SUNY attorneys.

Secretary Derider: DeRider thanked everyone who helped with the Annual Report.

Treasurer Bailey: Bailey referred to the financial report and the narrative describing all the Livingston CARES project accounts. She is working on a report that will detail income and expenses for the 2023 service trips.

Service Trip Updates: Palumbo & DeRider reported on the March 2023 service trips. Several volunteers attended the meeting and reported on their trips. The stories and reflections were very positive and several expressed interest in helping to promote the 2024 service trips.

Open Discussion: Board members offered comments on the Gumbo to Go Dinner and the Souper Scholarship fundraiser held in late January. Members suggested we consider scaling back our dinner fundraisers and offer Gumbo one semester and Chili the next. Chicatelli suggested

that we consider a reduced price for students. Kallio noted that chili would be less work and less expensive. Colon noted the extensive work involved in preparing Gumbo twice each year. Lee suggested that we have developed a reputation for Gumbo and the engagement of many student volunteers. Matthews will ask the committees to consider all of these suggestions as we prepare a schedule for the next academic year.

Action Items: Lehman moved and Harvey seconded a motion to accept with gratitude the resignation of Phil Natoli from his unexpired term on the board of directors. The motion passed without dissent.

Election of Board Members and Officers:

Palumbo reported on the recommendations of the Governance Committee that were sent to each member in the meeting packet. Kallio moved and Wilson seconded a motion to approve the recommendations of the Governance Committee to elect Dan Martin to fill the unexpired term of Phil Natoli; re-elect Eddie Lee, Ken Kallio, Angela Ellis, Tom Wilson, Brenda Donohue and Andrew Herman to three-year terms; re-elect Nina Chicatelli and Sierra Obad to second one-year student terms, and elect Jenna Drapala and Celia Henry to one-year student terms. The motion passed without dissent.

Havey moved and Kallio seconded a motion to reelect the officers for a one-year term: Tom Matthews as President, Nick Palumbo as Vice-President, Mackenzie DeRider as Secretary, and Karen Bailey as Treasurer. The motion passed without dissent.

Donation to Mercy Chefs: Kallio moved and Donohue seconded a motion to affirm the email approval making a donation of \$500.00 from the Livingston CARES Hurricane Fund to Mercy Chefs to help fund the feeding of thousands of people in Rolling Fork after the April tornadoes.

Humanitarian Awards: Bailey moved and Colon seconded a motion to approve Humanitarian Awards to Phil Natoli, Michaela Marino, Maddie Venturo, Amaya DiGiovanni and Summer Dracup. The motion passed without dissent. Matthews read the citation for Philip Natoli thanking Phil for 13 dedicated years of service to the Livingston CARES Board of Directors (2010-2023), for promoting the values of volunteerism, service learning, and humanitarian efforts; for serving as armstrong advocate of student access to service-learning opportunities as a pillar of a liberal arts education; and for his magnificent sense of humor, compassion, kindness,m and generosity that has enriched those fortunate enough to serve with him. DeRider presented the student awards and shared their service contributions to Livingston CARES.

Committee Assignments: The committee assignments for the upcoming year were shared with the board and Matthews noted that each of the four student board members will serve on two committees to broaden their experience with Livingston CARES.

Committee Assignments for 2023-2024

Executive Committee: Matthews (Chair) , Chincatelli, Bailey, DeRider, Lee Palumbo,

Governance: Palumbo (Chair), DeRider, Dolce, Drapala, Lee, Matthews, Wilson

Events and Marketing: DeRider (Chair), Bolesky, Harvey, Drapala, Henry, Herman
Finance and Audit: Bailey (Chair), Colón, Ellis, Kallio, Lehman, Obad, Rivera
Fundraising: Lee (Chair), Colón, Matthews, Palumbo, Dolce
Gumbo to Go & Souper Dinners: DeRider (Chair), Bolesky, Obad, Donohue, Kallio, Lee
Scholarship: DeRider, Matthews, Palumbo
Trips: Harvey (Chair), Chincatelli, Colón, Henry, Martin, Matthews, Palumbo
Ad Hoc Committee to Review Livingston CARES Donations: Kallio
(Chair), Dolce, Ellis

Service Project: The Chamber of Commerce suggested that Livingston CARES might help with the Livingston County United Way Day of Caring with a gardening project at the senior housing on Upper South Street (Providence Housing) on May 11 or 12. Interested board members should let the officers know if anyone is willing to volunteer.

Board Meeting Schedule: Members of the board reached a consensus to schedule future board meetings during the academic year on Thursdays at 7:00 pm.

Kallio moved and Wilson seconded a motion to adjourn. The motion passed without dissent. The meeting adjourned at 5:35 pm.

Respectfully submitted,

Mackenzie DeRider, Secretary

Livingston CARES President's Report

Tom Matthews

05-01-23

Greetings! You are receiving a packet of information in advance of the Annual Corporate meeting of LivingstonCounty Cares, Inc. The corporation meeting will begin at 4:00 pm on Monday, May 1 in the Fellowship Hall at Central Presbyterian Church. The agenda for the annual meeting will be limited to a review of the Annual Report to the Community, stories from volunteers who participated in our 2023 service trips, and comments from our partners from the Home Away From Home and Linking Hands for Learning in Nicaragua project. We will also enjoy pizza from Mama Mia's. We will adjourn the annual meeting at approximately 4:30 pm and move immediately to the May meeting of the Board of Directors. The minutes of the March meeting and the agenda for the May meeting are in your electronic packet. In addition to officer

and committee reports, we will receive the Governance Committee Report and conduct our annual election of board members and officers.

Update on Fundraising for Scholarships: Gumbo and Corn Chowder: During the academic year 2022-2023, Livingston CARES sponsored two Gumbo to Go Dinners and a new Corn Chowder Soup for Scholarships Dinner. These events raise money for scholarships and grants to student volunteers who demonstrate a financial need in order to participate in the Livingston CARES service trips.

The first Gumbo to Go dinners were created by Philanthropic Chef Glenn McClure and offered at St. Mary's Church on November 12, 2009 and April 15, 2010. Gumbo was moved in the fall of 2010 to the Central Presbyterian Church to take advantage of the larger kitchen space. McClure continued as Gumbo Chef through 2017 when he left SUNY Geneseo to become a professor at Paul Smith's College. Chef George Hockbrueckner prepared his first Gumbo in the spring of 2017 and continues working on this semi-annual event each year. Since 2009, Livingston CARES has raised \$48,000.00 from 24 Gumbo Dinners to help support volunteers on service trips.

The combined November 3, 2022 and the March 30, 2023 Gumbo to Go income from sales of approximately 470 dinners was \$5,833.84. The combined expense was \$2,041.98 and the net income for the student scholarship fund was \$3,791.86. Both dinners included gumbo, cornbread, and pralines. George Hockbrueckner served as the volunteer chef and Donna Kennison prepared over 940 pralines for dessert. Over 25 student volunteers from SUNY Geneseo helped prepare and serve the dinners on November 3 and March 30. Special thanks to Craig and Sharon Bolesky for their generous donations of food and to C & R Foods of Mt. Morris for the food and supplies. Thanks also to key volunteers including Betsy Colon, Mackenzie DeRider, Brenda Donohue, Cathay Gardner, Holly Harvey, Ken Kallio, Eddie Lee, Tom & Betsy Matthews, and Nick Palumbo.

On January 30, Livingston CARES partnered with Mama Mia's owner Eddie Caruso and Chef George Hochbrueckner on a new fundraiser offering **Corn Chowder Soup for Scholarships**. Each patron received a quart of Corn Chowder and two garlic knots for \$12.00. Expenses for the dinner were \$358.87 and the income was \$1,235.46 leaving a net profit of \$876.59 for the scholarship fund to assist student volunteers on service trips. This event involved prep time of just a couple of hours and serving time from 4:00-6:00 pm for a handful of volunteers. The new event was very successful and Livingston CARES looks forward to working with Eddie Caruso and George Hochbrueckner on future Corn Chowder Dinners.

Sponsorships: In the March 30th Gumbo to Go Dinner bags, we enclosed a thank you flier and an appeal for sponsorships to help pay for the costs of future dinners. This week, we received our first pledge of \$250.00 from Jessica and Peter Blair for the next Gumbo Dinner. The Gumbo and Fundraising Committees will need to work on the sponsorship details. Costs for service trips have increased dramatically since the pandemic and the Livingston CARES income of \$4,668.45 from the three fundraising dinners will provide scholarship grants to assist student volunteers participating in our 2024 service trips.

Update on Livingston CARES Disaster Relief and Recovery: Hurricane Ian, Earthquakes in Turkey & Syria and Tornadoes in Rolling Fork, MS.: In the academic year 2022-2023, Livingston CARES continued to respond to natural disasters through appeals to members and community residents for donations to provide humanitarian assistance to low-income families and communities with relief and recovery efforts. Our first appeal in September invited donors to respond to Hurricane Ian that devastated the Ft. Myers area of Florida. Six donors contributed \$550.00 and the Livingston CARES Board added \$200.00 and identified a reputable non-profit agency, Lee BIA Builders Care, to be the recipient of the donation. Lee Builders used the funds to assist low-income families with recovery projects. In February, thirteen donors responded to a Livingston CARES Turkey and Syria Earthquake Fund appeal with donations of \$1,269.61 The Livingston CARES Board donated additional funds and made three separate donations of \$500.00 each to the International Committee of the Red Cross and the Red Crescent Movement, World Central Kitchen, and Direct Relief International. Online donations were processed to each agency in order to provide immediate assistance with relief efforts. In late March, tornadoes completely destroyed the Rolling Fork area of Mississippi. The Livingston CARES Board responded with an immediate online donation of \$500.00 to Mercy Chefs to help support their efforts to provide meals to families affected by the overwhelming disaster.