

Livingston County CARES Board of Directors Meeting

Monday, May 4, 2026 at 3:30 pm
Central Presbyterian Church

Attendance:

J. Cope, D. Emerson, H. Ferrero, H. Harvey, A. Herman, K. Kallio, E. Lee, D. Martin (remote), T. Matthews, S. Miner, S. Olbert, N. Palumbo, L. Burns, A. Ellis, B. Donohue, M. Rees, T. Wilson, W. Carmen

Guests:

Rocio Vallejo-Alegre, Claire Carmen (student)

Call to Order

- President Matthews called the 4 May meeting to order at 3:43pm.

Approval of Minutes

- Approval of the 9 March 2026 Board Meeting minutes was moved by L. Burns, seconded by T. Wilson, and passed unanimously.

Election of Board Members and Officers

- The Governance Committee reported on current state of the board:
 - 8 members terms are expiring, 5 are returning, 3 stepping off (Wilson, Murphy, and Kallio).
 - 4 student member terms are expiring (1 has agreed to return next year).
 - The Governance Committee reported on the slate of officer and board members for the upcoming year. All positions are unopposed. New board member and officer terms are effective 1 June 2026.
- Elections
 - The reappointment of E. Lee, A. Ellis, B. Donohue, A. Herman, and H. Ferrero to seats on the Board of Directors (3-year terms) was moved by E. Lee, seconded by M. Rees, and passed unanimously.
 - The election of Julie Matthews, Rocio, Vallejo-Alegre, and Dennis Grove as new board members to fill the seats vacated by Kallio, Wilson, and Murphy) was moved by E. Lee, seconded by H. Harvey, and passed unanimously.
 - The reappointment of Olivia Mara and the election of Tristan Breaton, Claire Carmen, and Melissa Martinez as student members of the Board of Directors (1-year terms) was moved by E. Lee, seconded by B. Donohue, and passed unanimously.
 - The election of officers for 2026-2027 was moved by E. Lee, seconded by

- K. Kalio, and passed unanimously:
 - President: Tom Matthews
 - Vice President: Nick Palumbo
 - Secretary: Joe Cope
 - Treasurer: Debby Emerson
- President Matthews noted that he would like to step down after this year and will engage the board with succession planning during the coming year.

Officer Reports

President Matthews

President Matthews highlighted elements of the President's Report (see appendix)

Vice President Palumbo

No report.

Secretary Cope

No report.

Treasurer Emerson

Treasurer Emerson reviewed the current budget and organization finances.

Committee and Team Reports

SmugMug and Photo Archives: Matthews and Rees

- M. Rees presented information on the updated photo archive. The consultant has weeded duplicates and irrelevant photos, created a new filing system based on event/trip, added appropriate metadata tagging and clean up. A total of approximately 6000 photos constitutes the archive.
- The photos are being hosted on SmugMug. This system is set up so that participants in past and future trips can upload photos and provide additional context.
- M. Rees will steward this archive moving forward.
- President Matthews reported that historical papers of the organization have been transferred to Special Collections at Milne Library (SUNY Geneseo).

2026 Service Trips: Emerson, Harvey, Matthews and Palumbo

- D. Emerson reviewed the trip costs and contributions.
- This year's trips varied in actual costs and required some additional contributions from Livingston County Cares.
- Contributions from the SUNY Geneseo Student Association totaled \$10,000. This included \$1,400 left over from last year and a new appropriation of \$8,600.
- Livingston County Cares made \$12,400 in grants to students (23 total students).
- After deducting the Student Association contribution, the total cost to Livingston County Cares this year was \$5,368.20 total. That includes all trip expenses

and closes out the 2026 cycle.

Volunteer Recognition Awards Event: Burns

- L. Burns extended thanks to committee for assistance with the event. The second annual event went very well.
- There were 23 total nominations. Board members H. Harvey and T. Wilson were recognized as finalists this year.
- Burns noted that N. Palumbo has updated the website with information on the finalists and events.
- Burns expressed gratitude to Monks Bread for the takeaway gift, which was appreciated by attendees.
- The third annual Volunteer Recognition Event will be held on Saturday, 10 April 2027 at the Big Tree Inn.

Report on Volunteer/Agency Connections Hub Team: Ellis

- Ellis reported on the United Way volunteer connection presentation earlier in April. There has been an uptick in organizations engaging with this tool as a result of this meeting. The team is looking for additional opportunities for Livingston County Cares to help local organizations match with interested volunteers.

Reducing Transportation Barriers Fund: Ferrero

- H. Ferrero reported that in February, 14 total rides for 3 individuals were funded, and in March, 21 rides for 4 individuals were funded.
- An upcoming priority is to forecast funding needs for each moth. Based on current usage, Ferrero expects a need for additional funding by end of the summer. As previously, the organization will pursue this funding through the RACF.

Marketing Team: Herman

- No report.

Fundraising (SEFA & ROC The Day) Team: Lee

- No report. The team is still waiting for final report from SEFA.

Disaster Response Team: Kallio

- No report.

Events & Gumbo Team on March Gumbo: Donohue

- B. Donohue noted that there is an ongoing need to sort out volunteers for the fundraiser early. This year was especially tight in having enough volunteers to staff both Gumbo-to-Go dinners.

Grants for Community Improvement: Cope

- J. Cope noted that applications are open through 22 May. 2 submissions are currently in the system and we expect at least 2-3 more.
- Board members were encouraged to spread the word through their networks and organizations.

New Business:

Budget Allocations for Volunteer Awards, Disaster Response & Grants

- D. Emerson reviewed a preliminary draft budget for 2026-27 fiscal year. This will be finalized over the summer.
- Emerson requested that the Board approve four items for the 2026-27 budget as a framework for building the rest of the budget:
 - \$5,000 for local disaster relief
 - \$5,000 for general disaster relief (out of the area)
 - \$5,000 for the community improvement grants
 - \$5,000 for the volunteer recognition event.
- Approval of these four budget items was moved by Donohue, seconded by Cope, and passed unanimously.

Service trips for March 2027

- T. Matthews reviewed the current status of trips. He noted challenges with recruitment this year, questions about future Student Associate support, and the elimination of college staff support. Management of the trips has become increasingly complicated with an all-volunteer staff. He reported that the Executive Committee had discussed potentially suspending all trips for next year due to concerns about feasibility.
- Matthews is in conversation with the College about a graduate assistantship in the Office of Career Design that may be able to assist with some functions. This would be a 1-2 year position paying approximately \$10,000 per year, with responsibilities in planning trips, providing orientation programming to students, and other logistical support. This is in discussion with Geneseo Foundation, but has not been finalized.
- Matthews has been talking with the new coordinator of the Adopt-a-Business program in the School of Business. They are willing to connect Livingston County Cares with some marketing interns.
- Matthews reported on the trips offered last year:
- We have tentatively agreed to reserve a trip to Biloxi (\$200 deposit for 7 spaces) and North Carolina (\$200 deposit for 7 spaces). Both trips

struggled to attract students this year

- Give Kids the World fills every year and there has been strong student demand for the Puerto Rico trip.
- There was discussion of trip support and the long viability of programs. Several concerns were noted, including: disruptions due to Livingston County Cares's relationship to the college; uncertainty about how much planning can be shifted to the potential graduate assistant; ongoing challenges in recruiting students for trips; fundraising opportunities in light of an anticipated decrease in Student Association contributions.
- There was consensus that Livingston County Cares should move forward with trips in spring 2027. Key considerations are: the popularity of Give Kids the World and Puerto Rico trips, the organization's historical connection to Biloxi, not overstressing organizational resources given uncertainty about clerical and logistical support from the college.

Approval of LC Cares Humanitarian Awards to: Sofia Miner, Evan Frost & William Carmen, Lou Murphy, Tom Wilson & Ken Kallio

- President Matthews read commendations from Livingston County Cares recognizing service by board members who are cycling off: Lou Murphy, Tom Wilson, Ken Kallio, Will Carmen, Sofia Miner, and Evan Frost.

Adjournment

- A motion to adjourn was made at 5:18pm by D. Emerson, seconded by B. Donohoe, and passed unanimously.

Appendix: Livingston County CARES President's Report, 4 May 2026
Tom Matthews

Greetings from Geneseo and Livingston CARES. Looking forward to seeing you in-person at our meeting on Monday, May 4 at the Presbyterian Church.

Annual Meeting of the Livingston County Cares, Inc. Corporation: As a registered non-profit public charity in New York, we are expected to hold an annual meeting of the corporation. Since inception, we have held the corporate meeting just before our board meeting in May. Members of the Board of Directors are the members of the corporation. On Monday, at 3:30 pm we will meet for a short corporate meeting to review the Livingston CARES Annual Community Report that is attached to the board packet (printed copies will be available on Monday). Special thanks to all the people who wrote reports and to Nick Palumbo for preparing the final document.

We will then adjourn and immediately call the meeting of the Board of Directors to order. The agenda for the board meeting is included in this board packet.

Election of Board Members and Officers: On Monday, our first order of business will be to thank members who are retiring from their seats on the board: Lou Murphy, Tom Wilson, Ken Kallio and students Sofia Miner, Evan Frost and William Carmen. We have four students who are willing to serve on the board. We also have four open seats to fill and we have been in conversations with several possible volunteers. We hope to confirm their willingness to serve before our meeting on Monday. We also have the option of leaving seats open to fill later in the year.

Adopt A Business Internship: During the last several weeks, we have been talking with Jessie Lombardo, Director of the Career Design Center at the College and Shawn Harmish in the School of Business who teaches marketing and the Adopt A Business classes. Shawn is excited about identifying student interns to work on Livingston CARES marketing projects. The interns may also eligible to serve for multiple semesters.

Graduate Assistantship. We have also been working with Jessie Lombardo and the Geneseo Foundation staff to create a paid graduate assistantship for community engagement in the Career Design Center (Most of you are aware that staff in the Center for Community and the Volunteer Center were able in the past to provide significant administrative support for Livingston CARES). The assistantship will be funded through interest earned from the Matthews endowment fund at the Geneseo Foundation. Nick Palumbo drafted a work plan for the assistantship that will be used in creating the new position.

Service Trips for 2027: During the last several weeks, we have been reviewing our 2026 service trips and discussing how we may be able offer these opportunities next year. Debby Emerson prepared the 2006 Service Trips Financial Report that is included in this packet. Please take some time before the board meeting to review the figures. You will see the grants

that were made to help the 23 student volunteers (out of the 31 volunteers) with \$10,000.00 from Student Association and \$5,000.00 from our CARES funds. I think we have determined that we will only offer trips during the March spring break and that we may need to cut back on the number of trips and the number of grants depending on funding from SA. Rebuilders is holding 7 spaces for a return trip to North Carolina and Back Bay Mission in Biloxi has 7 spaces on hold. If we decide to do a team of 7 to Puerto Rico, we will need to reserve spaces very soon. If we decide to do GKTW, we should consider cutting the number to 7 people. Although the plane fares are going crazy right now, hopefully prices will settle down in the fall. We will need to pay deposits sooner rather than later.

CARES Awards: Thank you Lisa Burns and her team for another classy event on April 10. The 2027 CARES Awards will be on Saturday, April 10 at the Big Tree Inn. And congratulations again to Holly Harvey & Tom Wilson for your amazing track record of volunteer work both with the community and as members of our Board of Directors.

Photo Archives: During the last couple of months we have been working with a photo archivist to organize the Livingston CARES photo files. As you might imagine, our photos were scattered among dozens of photo files. Deb Murphy who is a graduate of SUNY Geneseo, has now completed the project and we now have a new SmugMug Account. There are over 6,000 photos organized by year, month, location, and event (trips and other Livingston CARES activities). The photos will be public but not available to copy. We will have a process for people to acquire a free copy. Shelly Rees has agreed to manage the collection going forward and she will preview the collection for us on Monday during our board meeting. .