

Livingston County CARES Inc. Board of Directors Meeting

Zoom

Monday, March 6, 2023

Approved Minutes

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

Attendance: Bailey, DeRider, Donahue, Kallio, Natoli, Matthews, Lee, Harvey, Amaya, Nina, Ellis, Dolce, Rivera, Palumbo, Herman, Wilson

Excused: Colon

Guest: Christa Barrows

Approval of Minutes of January 23, 2022 Meeting

Bailey moved and Harvey seconded a motion to approve the minutes of the January 23, 2022 meeting. The motion passed without dissent. Bailey asked about the SEFA campaign for the academic year 2023.

Officer Reports

President Matthews

Matthews referred briefly to his written report. He responded to a question from Harvey about the SEFA Campaign noting that SEFA operates on a calendar year and the recent donations are occurring during 2023. Matthews welcomed Natoli's participation in the meeting today and explained that he will serve on the board through the annual meeting on May 1. The dues of \$250.00 for the membership in the Livingston County Chamber of Commerce were paid this week. Matthews again encouraged members of the board to participate in the Poverty Simulation on April 1.

Vice President Palumbo

Palumbo reported that the website is up to date and Gumbo to Go reservations are posted on the landing page. He is teaching the Livingston CARES Service Trips INTD 204 Course starting on March 7 for participants in the current service trips.

Secretary Derider

The Volunteer Fair went smoothly and got a few students interested in Livingston CARES. Obad, Lee and Matthews did a great job of tabling. The Food Security Advocates applied for and received a Sodexo grant for the backpack program which covers food donations for surrounding school districts.

Treasurer Bailey

Bailey shared the financial report and is monitoring the income and receipts for the current service trips. We purchased gift cards for the Give Kids the World leader to cover food costs and incidentals. The trips will show a deficit over income. Palumbo noted that the scholarships approved by the committee averaged more than \$400.00 per student for a total of \$7,000.00. An additional \$1,000.00 was awarded to three staff leaders. He noted that the need this year is far greater than in previous years. Palumbo approached the Student Association about supporting students next year with another \$7,000.00 grant and was encouraged to request the funds during the summer. Bailey reported that the endowment fund is improving but does move up and down with the financial markets. Matthews and Bailey talked about investing in a short-term CD from KeyBank. Donohue asked if Livingston CARES was eligible for New York Class and Kallio reported that CARES does not qualify.

Donohue moved and Kallio seconded a motion to authorize the officers to invest in bank CD's when timely and appropriate. The motion passed without dissent.

Executive Committee: The executive committee met last week to review current activities. There were no action items to report. Service Trip Updates: Palumbo & DeRider

Report on Service Trips:

DeRider and Palumbo provided Pre-trip training to the two groups in March. The meeting lasted an hour and a half and was an excellent opportunity to meet with the students and trip leaders. The trip binders are completed for the trip leaders. The students are excited and ready for the trips. Planning for the Puerto Rico trip is going forward and plane tickets will be purchased in the next couple of weeks. Accident insurance was purchased for the March trips and we purchased two \$400.00 gift cards for the Give Kids the World food and incidental expenses. Their Airbnb is less than a ten minute drive from the Make A Wish Foundation facilities so the trip will be as eco-friendly as possible. KeyBank is now offering special cards that function like gift cards but we will be able to manage them online for trip leaders. We hope to have the card to use for our May service trip to Puerto Rico.

Report of Committee on Donations:

Kallio reported that we received \$1,269.61 in donations from 13 different donors. The Donations Committee met virtually and reviewed several possible organizations that are providing services in Turkey and Syria. The committee also recommended adding additional funds from our existing disaster fund accounts for a total donation of \$1,500.00.

The first donation of \$500.00 should go to the World Central Kitchen that started operating immediately after the earthquakes in Turkey to provide meals to people affected by the disaster. CARES has given to the organization in the past. It does not permit donors to direct gifts to a specific area, but we are confident our donation will be used to help earthquake survivors. The second \$500.00 donation should go to Direct Relief International that is providing medical supplies to Turkey and Syria and does so without any overhead charges (overhead is fully

covered by existing funds). Direct Relief International also permits donors to specify that our donation will be used in both Turkey and Syria. The committee recommends that the third \$500.00 donation should go to the International Committee of the Red Cross and the Red Crescent Movement that operates in Muslim countries in the Middle East. We are confident that the monies will be used to help those affected by the earthquakes in both Turkey and Syria.

Action Item:

Kallio moved and Donahue seconded a motion to donate \$500.00 each to World Central Kitchen, Direct Relief International and the International Committee of the Red Cross and Red Crescent Movement. The motion passed without dissent.

Discussion of MOU:

Palumbo was invited to a zoom meeting with the Vice President for Student & Campus Life, the Dean of Students, and two SUNY Attorneys. During the zoom meeting, the attorneys asked various questions about the proposed MOU and the active collaboration between the College and Livingston Cares and our status as a non-profit 501 (c) 3. Palumbo answered many of the questions about grants, scholarships, insurance, and many granular topics. Discussion on where to go from here, and how the partnership is constructed is distinct; only a few 501 (c)3 organizations are woven into SUNY campuses as much as CARES. The attorneys indicated that they believe the MOU is not the correct document and a relationship statement is needed to operate with an external organization. The attorneys declared there needs to be some sort of separation between the two organizations. They also asked for an endorsement to the Livingston CARES insurance policy holding SUNY Geneseo harmless in the event of lawsuits. (The endorsement was provided by Chanler Insurance prior to the March service trips). Matthews asked if Palumbo brought up the academic service course and Palumbo did explain the course that is integral to the academic requirements for civic engagement. Kallio asked about the difference between MOU and a Relationship Statement. Palumbo found a posted internet statement from SUNY Brockport and sent the information to SUNY legal. Palumbo articulated this as a mutualistic relationship between the College and Livingston CARES and that service learning is part of the newly revised curriculum. Herman asked if Study Abroad had any organizations or documents that might be helpful to the discussion. Palumbo will consult with the Student Abroad staff. We did work with Study Abroad on the service trips to Puerto Rico and SUNY used a grant from Governor Cuomo to cover part of the cost of our trips.

Discussion of Gumbo to Go Dinner:

The next Gumbo to Go will be on Thursday, March 30 from 4:30 to 6:00 pm. Online forms are posted on the website. Board members should sign up for a volunteer shift and share the fliers with your network. Central Presbyterian Church will permit the chefs (Lee) to cook the rice at 8:00 pm on Wednesday night. The committee reviewed the fall food orders and Bolesky has placed the orders with C & R Foods.

Roc The Day:

Livingston CARES participated in the annual Day of Giving on November 29, 2022. We had 11 donors who contributed \$2,776.00.

Home Away From Home: Christa Barrows, manager of Home Away From Home, joined the meeting to share information about the Home Away From Home program. Currently there are eight participants in the program and 17 student volunteers. The program is going well. Barrows reported that Magic Marlen brought his magic show and Lifespan offered a virtual reality program. Barrows is also presenting a program session at the Caregiving and Respite Coalition next Wednesday and an article on the program was included in the ASL.

Open Discussion:

The Governance Comm. Palumbo and DeRider will review student applications and recommend students to one-year terms. All of the current non-student board members whose terms expire this spring have agreed to serve another term. The only exception is that we need to find a replacement for Phil Natoli who is stepping down from the board at the Annual Meeting in May.

Annual Meeting on May 1, 2023:

The annual meeting is scheduled for May 1, 2023 at 4:00 pm at the Central Presbyterian Church. We will arrange for pizzas and invite the March service trip volunteers to join us and share their experiences.

Adjournment:

Harvey moved and Kallio seconded a motion to adjourn. The motion passed and the meeting adjourned at 5:10 pm.

Respectfully submitted,

Mackenzie DeRider, Secretary

Upcoming Meetings and Events

Board Meetings

Monday, May 1 at 4 pm (Annual Meeting of the Corporation) Central Presbyterian Church

Gumbo to Go

Thursday, March 30

Service Trips

March 11-18 trip to Sulfur, LA

March 12-18 trip to Orlando for Give Kids the World

May 14-20 trip to Puerto Rico

Committee Assignments for 2022-2023

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

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

Events and Marketing: DeRider (Chair), Bolesky, Harvey, Dracup, DiGiovanni, Herman

Finance and Audit: Bailey (Chair), Colón, Ellis, Kallio, Lehman, Rivera
Fundraising: Lee (Chair), Colón, Matthews, Palumbo, Dolce
Gumbo to Go & Annual Dinner: DeRider (Chair), Bolesky, Obad, Donohue, Kallio
Scholarship: DeRider, Matthews, Palumbo
Trips: Harvey (Chair), Natoli, Colón, Matthews, Palumbo
Ad Hoc Committee to Review Livingston CARES
Donations: Kallio (Chair), Dolce, Ellis

Livingston CARES President's Report

Tom Matthews

03-06-23

Update on Service Trips: Our three 2023 service trips are filled. The March trip to Sulfur, Louisiana on March 11-18 includes six students and trip leader Mackenzie Derider, LC Secretary and Class of '20. The March trip to Kissimmee, Florida on March 12-18 includes five students and two alumni leaders Shea Donohue, Class of '18, and Jenna Geraghty, Class of '20. Our May 14-20 trip to Puerto Rico includes six students and Dan Martin, Class of '16. Plane tickets, van rentals, and accommodations have been booked for the March trips. Scholarships and grants (\$8,000.00) have been awarded for all three trips.

ROC The Day: Livingston CARES received \$1,388.00 in donations from nine donors on the November 29 ROC The Day (also known as Giving Tuesday). Lee and Matthews matched these donations making a total of \$2,776.00 income for the 2022 event. All the donors received thank you emails and letters acknowledging their total contributions for calendar year 2022.

SEFA Donations for 2023: Just received a report from United Way of Rochester this afternoon with the information on the donors for the November SEFA campaign. Livingston CARES received donations from eleven employees for a total of \$1,728.00 for calendar year 2023. There were three anonymous donations for \$407.00 and 8 donations from Denise Battles, Susan Chichester, Ganie DeHart, Patty Hamilton-Rodgers, Andrew Herman, Jani Lewis, Beth MaCoy and Amy Shelton for \$1,321.00. Thank you letters from Livingston CARES will be sent to the donors next week.

Earthquakes in Turkey & Syria. We received donations from 13 people who contributed \$1,269.61 to the fund. Ken Kallio and our Review Committee for Livingston CARES Donations is reviewing agencies and will be making recommendations for the board to consider at our meeting on March 6.

Corn Chowder Soup for Scholarships: Thanks to Mama Mia's owner Eddie Caruso and Chef George Hochbrueckner for hosting and preparing Corn Chowder on Monday, January 30. Thanks also to Mackenzie DeRider, Nick Palumbo and Eddie Lee for organizing the marketing

and promoting ticket sales for the event. The total expenses from C & R Foods and Aldi's were \$397.37 (Craig & Sharon Bolesky covered the cost of chicken base of \$38.50) leaving CARES with a net expense of \$358.87. We charged \$12.00 per meal and our income included PayPal (\$99.47) Venmo (\$2867.99) checks (\$279.00) and cash of \$570.00) for a total income of \$1235.46. Our net profit for the fundraiser was **\$876.59**. Three volunteers chopped vegetables for approximately two hours and George did the remainder of the prep and the cooking of the 25 gallons of soup. In the afternoon, a handful of volunteers packaged the quart containers of soups and the garlic knots and helped staff the pick up from 4:00 to 6:00 pm. Everyone who ordered online picked up their meals and approximately fifteen chowders were sold at the door. Our experiment worked and we sold out all 100 quarts of soup. Eddie and George were pleased with the outcome and have offered to host the dinner again in the future.

Gumbo to Go: Our next Gumbo dinner is scheduled for Thursday, March 30. Marketing for this event is underway and board members should get tickets from Mackenzie and/or help people place orders online through the website at <<https://geneseo.edu/livingston-cares>>. Please contact your friends and colleagues and share the flier on social media. Mackenzie will send you a link for the flier. If you are able to help with the preparation, the volunteer form link is also on the website.

Reminder of Poverty Simulation: The NYS Master Teacher Program will be hosting a Poverty Simulation on **Saturday, April 1 from 9:00 am to Noon** and invites Geneseo community members to join the NYS Master Teachers and pre-service teachers as participants in the event. A description of the Poverty Simulation is provided below. If you are interested, please complete [this application](#) by March 10. I had the opportunity to participate in a poverty simulation two years ago and I strongly encourage board members to take advantage of this opportunity. Here is the description of the simulation:

The **Community Action Poverty Simulation** (CAPS) was designed to help people better understand the realities of poverty. Some participants will role-play as staff members of various human service agencies and community leaders. Using a simulation kit, other participants will role-play the lives of low-income families. Some will be TANF recipients, some disabled, and others senior citizens on Social Security. They will have the stressful task of providing for basic necessities and shelter on a limited budget during the course of four 15-minute "weeks." They will interact with human service agencies, grocers, pawnbrokers, bill collectors, job interviewers, police officers, and others. The program simulates the everyday reality of thousands in New York. It is designed to sensitize those who frequently deal with low income families as well as to create a broader awareness of poverty among policymakers, community leaders, and others.

History and Archives: We need to preserve the history of Livingston County CARES. I am updating the last four years of the chronological timeline of significant Livingston CARES events that is posted on the website as the *History of Livingston CARES*. Milne Library has agreed to preserve an archival collection of documents. You may have photos or other documents from service trips or other Livingston CARES events to contribute. The chronology might help jog your memory. Please make suggestions on how we might best preserve the rich history of Livingston CARES.

Annual Meeting: Please note that we changed the annual meeting from April 24 to Monday, May 1 at 4 pm for our Annual Meeting of the Corporation. We will review our annual report at the corporate meeting and elect board members and officers at the board meeting.