

Livingston County CARES Inc. Board of Directors Meeting

MacVittie College Union – Room 324

TUESDAY OCTOBER 23, 2018

Approved Minutes

Call to order of Board Meeting:

Attendance: No Quorum

Present

-Jen Rogalsky

-Betsy Colon

-Phil Natoli

-Brenda Donohue

-Austin Mann, Student Board Member

-Karen Bailey, Treasurer

-Tom Matthews, President

-Nick Palumbo, Vice Chair

Absent: Craig Bolesky, Enid Brady, Betsy Colon, Garth Freeman, Holly Harvey, Marie Henning, Laura Huff, Ken Kallio, Wes Kennison, Eddie Lee, Lyle Lehman, Dilynn Livesey

Approval of Minutes from 9/6/18

Motion to approve: Not approved - no quorum

Officer Reports

President (Matthews):

- President (Matthews) Reported that SUNY has agreed to provide a grant of \$400.00 for our three 2019 Puerto Rico trips that will permit Livingston CARES to reduce the cost to our volunteers (students and faculty/staff) by \$400.00.
- Matthews also asked the board to consider how we might respond to the hurricane in the Carolinas and on the Florida Panhandle.
- Matthews added that he will schedule an executive committee meeting in order to take action on the purchase of a generator for the Texas UMCOR, act on the Hope Youth Mentor project, and other matters requiring action.

Secretary (Freeman):

Not Present

Treasurer:

Review of tax statement and Sept. financial statement:

Review of Tax Document:

- The board members reviewed the tax documents with Julie Matthews, CPA who prepared the documents and explained the figures reported in the 990 EZ and Schedules A and O and the CHAR 500 that is filled with New York State and requires a \$50.00 fee for charitable organizations.
- Board members asked about fluctuations from year to year.
- Eddie Lee requested a subtotal on the internal Financial Statement going forward. Julie indicated that would be added.

Statement of Financial Activities:

- Karen Bailey noted the interest we are earning on the CD and the current cash balance of \$68,966.97.

Committee Reports

Executive Committee:

Refrigerator to Puerto Rico - purchased - See attached email and photo

Governance:

Finance:

Audit:

Events:

Gumbo to Go dates: Thursday Nov. 8, 2018 & Thursday April 11, 2019

Volunteers needed

Annual Meeting / Dinner: April 15, 2019

Scholarship:

Discuss need and response from students

Membership / Marketing:

Trips: (Matthews / Freeman / Palumbo) Report on upcoming trips:

January Trips - 1/12-1/19: Nov. 1 Deadline to pay full fee

Florida Keys: \$600, 6 of 14 spots reserved (as of 10/23), Trip leaders:

Tom Matthews, Tom Wilson

Houston, TX: \$500, 5 of 10 spots reserved (as of 10/23) Trip leader: Nick Palumbo

Puerto Rico: \$850, 14 of 14 spots reserved, Trip leaders: Betsy Colon, Joe Kirk

March Trips - 3/16 – 3/23

Atlanta, GA:

Promoted cost \$500

2 of 14 spots reserved - Currently, only trip leaders Stacey Robertson and Cathy Adams are confirmed for this trip.

Airfare: Rochester to Atlanta - \$366.39 per person

Biloxi, MS: \$700, 1 of 14 spots confirmed by trip leader Craig Bolesky

Brooklyn, NY (3/17-3/23): \$200, 2 of 7 spots reserved, Trip leader Tim Lowmaster

Florida Keys:

Promoted cost \$650

3 of 14 spots reserved

Trip leaders: Holly Harvey and Phil Natoli

Airfare quotes:

Rochester to Key West - \$965.58 per person

Buffalo to Ft.Lauderdale (non stop flights both directions)
\$498.96 per person

Houston, TX - \$700, 1 of 10 spots reserved by trip leader Joe Cope

Orlando, FL (Give Kids the World - 3/15-3/23)

Puerto Rico:

Promoted cost: \$900

12 of 14 spots reserved

Trip leader Fatima Rodriguez Johnson, Gabe Iturbidez, and Bryan Rivera

Airfare quotes to San Juan

From Rochester - \$691.80 per person

From Buffalo - \$626.30 per person

Discussion: A possible trip to Princeville, NC. We could drive here. Not suggesting we should do this, but wanted to see what people thought.

Rogalski - We should reach out to Pres. Battles who has connections in NC

Possible trip(s) to Florida Panhandle - Airfare:

Rochester to Tallahassee - \$596.60 per person

Rochester to Fort Walton Beach - \$702.60 per person

Rochester to Pensacola - \$677.60 per person

May Trips – 5/18-5/25

Florida Keys: \$525, 1 of 14 (student), no trip leader

Puerto Rico: \$850, 2 of 14 spots reserved, trip leader Dan Martin

Action Items:

- Authorize president to distribute collected funds for payment of \$500 Donation to purchase a generator for Texas Methodist Conference
- Authorize transfer of \$47.04 from unrestricted funds to cover negative balance in HEROS Mentoring Program

New Business:

Adjournment:

Please save the following dates for Livingston CARES Activities

BOARD MEETINGS:

FALL

6/20/18

9/6/18

Oct: 10/23

11/26/18

SPRING

2/4/19

3/11/19

ANNUAL / CORPORATE MEETING

April 15 – 4:00 PM Meeting

Dinner at 5:30 PM Interfaith Center

GUMBO TO GO

November 8, 2018

April 11, 2019

2018-19 COMMITTEE ASSIGNMENTS:

| Committee | Chair | Members |
|---------------------|--------------|--|
| Executive Committee | Matthews | Bailey, Freeman, Lee, Livesey, Palumbo |
| Governance | Freeman | Palumbo, Huff, Lee, Natoli, Rogalsky |

Finance
Audit
Events (Gumbo to Go / Annual
Dinner)
Scholarship
Membership / Marketing
Trips

| | |
|---------|---|
| Bailey | Kennison, Mann |
| Kenney | Lehman, Sauter, Henning |
| Donohue | Harvey, Kennison, Brady Freeman, Matthews, Palumbo |
| Lee | Bailey, Harvey, Henning, Kallio |
| Henning | Harvey, Huff, Lee, Sauter |