

Livingston County CARES, Inc.
1st Annual Meeting
Minutes of the Board of Directors Meeting
July 10, 2007

Attendance: Members of the Board of Directors present: Jerry Alonzo, Richard Hatheway, Daniel Dimpfl, Jennifer Delcourt, Tom Matthews, Cynthia Oswald and Niels (Kurt) Christiansen. Guest: Barbara Battaglia

Approval of Minutes of the Incorporators Meeting: The original incorporators of Livingston CARES, Inc. (Kurt Christiansen, Kay Fly, Lyle Lehman, Tom Matthews and Cynthia Oswald) met on Friday, June 29 for purpose of establishing by-laws, electing the first Livingston CARES Board of Directors, creating officer positions, establishing the fiscal year, and determining the annual meeting date of the corporation. The minutes of the incorporators meeting were approved by the three incorporators present at the July 10 meeting: Kurt Christiansen, Cynthia Oswald, and Tom Matthews. Copies of the minutes and the approved by-laws were distributed to the Board of Directors.

Meeting was called to order at 2:20 PM. The first item on the agenda was to determine if the Board members present constituted a quorum in order to conduct business. The board agreed that a majority of those elected who had also agreed to serve on the board were present at the meeting. Since Wes Kennison had not yet responded or agreed to serve, the Board concurred that a majority of the thirteen elected members were present and to proceed with conducting the business of the corporation.

The board approved a motion by Hatheway and seconded by Dimpfl that this meeting would also be recorded as the **1st Annual Meeting of Livingston CARES.**

Chair's Report: Matthews reported on the incorporators meeting and updated the board on Livingston CARES activities. He reported that the incorporators agreed that the leadership of Livingston CARES should remain in the Center for Community at SUNY Geneseo in recognition and acknowledgement of the volunteer administrative support from the College. He further reported that the incorporators agreed that the President or Chair and the Secretary of the Board of Directors will be selected from two individuals serving in leadership education and volunteer service positions in the Center for Community. The board, by show of hands, unanimously agreed.

Nominating Committee Report: The incorporators elected Kurt Christiansen and Cynthia Oswald to serve as a Nominating Committee to recommend a slate of officers to be elected by the Board of Directors. Christiansen reported the following slate of officers: Chair/President, Tom Matthews; Secretary, Kay Fly; Treasurer, Lyle Lehman. The chair called for additional nominations. There were no additional nominations. Hatheway moved and Alonzo seconded a motion that the Secretary cast one ballot to elect the three individuals nominated as the officers of the corporation. The board voted unanimously to approve the motion.

Livingston County CARES Finances: Matthews reported on discussions with the Geneseo Foundation about the current holding accounts for funds. He reported that it may be necessary to move the funds to a local bank. Dimpfl moved and Hatheway seconded a motion to authorize Matthews and Lehman to establish accounts at a local bank if it is no longer feasible to maintain an account in the Geneseo Foundation. The motion was approved by the board.

Insurance: The board discussed the need for indemnity insurance coverage for members of the board and volunteers working for Livingston CARES. Hatheway moved and Oswald seconded a motion to seek quotes for indemnity insurance to protect board members from personal liability and to obtain quotes for insurance coverage for trips and other activities of the corporation. The motion was approved by the board. Board member Alonzo agreed to investigate and invite proposals from the local insurance companies.

Proposed work trips for 2008: Matthews recommended the following dates for work trips to Mississippi: January 5-12, February 16-23, March 14-22 and May 18-24. Matthews will lead the January trip, a volunteer for the February trip will be named shortly, the VISTA Volunteer, B.J. Scanlon, and Jen Delcourt, student member of the board will lead the March trip, and Dan Dimpfl will lead the May trip. Matthews also reported that he and Delcourt are investigating using airlines instead of bus service for the spring break trip. A draft flier to be distributed at the Geneseo Summer Festival and to individuals interested in the Mississippi trips was reviewed and edited by the board members present. Alonzo made a motion and Dimpfl seconded to approve the 2008 schedule of trips. The motion was approved by the board.

Trip services: The board reviewed documents provided by HOPE Unites to service Livingston CARES for trips to Mississippi. Board members expressed concerns about the high cost of the services and about the required religious affiliation statement that participants must sign. Matthews has received complaints and concerns about the required statements. He also expressed reservations about the cost of the trips. The board agreed that alternative arrangements should be negotiated and that trip participants should not be required to sign a statement of faith.

Work Trip Policies: Matthews reported that the board will be asked to approve policies on trips at the next meeting. One policy under consideration is to require evaluations and journal reflections from participants. Other policies will be drafted on deposits, refunds and financial assistance to individuals. Senator Volker's office has been asked for clarification on the parameters for using the \$10,000.00 member item..

Next Scheduled Meeting: Board members agreed to schedule the next meeting on Thursday, September 13 from 3:30-4:30 PM in the MacVittie College Union Board Room.

Board meeting adjourned at 3:30 PM.

Minutes and notes taken by Barbara Battaglia and Tom Matthews