

Livingston County CARES Inc. Board of Directors Meeting

January 20, 2010

Approved Minutes

The Board of Directors met at the MacVittie College Union Boardroom on Wednesday, January 20, 2010. The following board members were present: Tom Matthews, Kay Fly, Marissa Evarts, Dan hart, Dick Hathaway, Katie Rogers, Dave Parfitt, Jerry Alonzo, Andrew Demosthenous, Lori McEvoy, and Wes Kennison

Matthews called the meeting to order at 3:00pm.

Approval of the minutes: Lehman made a motion to approve and Parfitt seconded a motion to approve the minutes of the November 18, 2009 board meeting. The minutes were approved.

President's Report: The January work trip to Mississippi was very successful. There were 28 participants including President Dahl. Matthews reported that President Dahl traveled with the group to Biloxi and spent two days working on the roof of a house with the students. He enjoyed his experience and stated several times both in Biloxi and since his return that the Livingston CARES work trips provide our students significant service opportunities that make a difference both to the people who are served and to the students who participate. Matthews also reported on the picnic for homeowners and the tree dedication ceremony for the Livingston CARES tree planted in the Katrina Memorial Park in Biloxi. Several participants also attended a Sunday night service of the Shiloh Baptist Church in Gulfport which had accepted choir robes from the Central Presbyterian Church in Geneseo. Matthews indicated that the January trip will likely be in the red by over \$3600.00 due primarily to increased costs for rental cars and the airfares. The cost per person was approximately \$600.00. Since we charge \$525.00 to non-students and \$425.00 to students, we need to continue fundraising to help cover the difference between what we charge and the true cost of the trips.

Discussion: Matthews thanked the board members for their email and voice votes to establish the Haiti relief fund. Matthews said that he would be in contact with Dr. Rose-Marie Chierici, a native of Haiti, to discuss her recommendations on the use of the monies collected for Haiti Relief. Matthews stated that an email went out to all the students about fundraising efforts for Haiti. The email asked students and student groups to coordinate efforts with Kay Fly. Matthews indicated that Livingston CARES does not have any overhead costs and all monies collected will go directly to charities that help the people of Haiti. Although some student groups may want their donations to go to specific charities, Matthews said that the board would approve all distributions of monies collected in the Haiti Fund.

Report: Dave Parfitt said that the trip he directed in January, "Give Kids the World," went very well. Parfitt said Give Kids the world partnered with the Make A Wish

Foundation. Twelve students went with him on this alternative trip to Florida. Evarts said that it was a very happy experience. Evarts said that the students did two volunteer shifts per day serving food, delivering meals and that there were 2 service projects in the evening. Evarts said that two evenings it was Kids Night Out and the children would be paired with the students to give the parents a break. Evarts stated that there were 80 families there with children ranging in age from 3 years to 18 years old.

Work Trips: Matthews stated that the March trip was full but is concerned that we do not have a wait list. Matthews said that we need to have a refund policy. Rogers reported that two students have signed up for the May trip and six people are committed for the February trip.

Treasurer's report: Lehman said that the money for the Ghana project and Give Kids the world will be reflected in his November and December financial reports. Matthews stated that the School of Business will be sending an intern to help with Livingston Cares accounting. (See attached November & December reports)

Fundraising: Matthews stated that the Gumbo dinner raised \$2270. Hart said that the A Capella Concert and the Haunted House fundraiser resulted in a donation of \$1500 to Livingston CAREs from the AGO sorority. Matthews indicated that letters have been sent to all 2009 donors for their tax records.

Discussion: Matthews said that a former professor, Ellen Kintz has been taking students to Mexico to do humanitarian projects. Matthews said that Kintz would like to create a fund and have it housed in Livingston CAREs. Matthews stated that the Geneseo Foundation will no longer accept funds for such projects. Matthews invited Kintz to make a presentation at our next board meeting. Kennison said that the Mexico Project would likely consist of accepting donations for purchasing materials used in the project and not for transportation or travel expenses. Alonzo expressed a concern that all such expenses need to be documented and Lehman said that invoices and would be required.

Action Items: Matthews asked for a motion to approve Marissa Evarts and Dan Hart to be the student leader and assistant leader for the March trip. Mathews said that Livingston CAREs would cover the trip cost for the leader and cover half for the assistant leader. Alonzo moved and Kennison seconded a motion to approve Evarts and Hart as the leader and assistant leader for the March trip. The motion was approved.

Matthews asked for a motion to approve Dan Young as the leader for the February trip. Matthews said that Young was a retired teacher and has led youth trips. Hatheway moved and Alonzo seconded a motion to approve Dan Young as the leader for the February trip. The motion was approved.

Matthews asked for a motion to approve Ken Kallio as the leader for the May trip. Kennison moved and Lehman seconded the motion. The motion was approved.

Matthews asked for a motion to confirm the email and voice vote of the board approving a fundraising account for the relief and recovery of Haiti. Hatheway moved and McEvoy seconded the motion. The motion was approved.

Matthews asked for a motion to approve the Volunteer Thank you dinner to be held on March 29th at the interfaith Center. Hart moved and Kennison seconded the motion. The motion was approved.

Matthews asked for a motion to approve a Gumbo to go dinner on April 15th. Hart said that the students would be more willing to buy tickets if they were cheaper. Hart suggested \$8 for students. Kennison suggested that we make 50 tickets available at \$8 to students. Hart moved and Kennison seconded a motion to approve the April 15th Gumbo to go Dinner at \$10 a ticket with 50 tickets at \$8 for students. The motion was approved.

Announcements: McEvoy said that the Livingston County Coalition of Churches has been working with the students from Jones Residence Hall on a Crop walk for world hunger which will be held on Sunday, March 28th starting at 1PM. McEvoy said that it's a community and student event.

Lehman said that he was very impressed with the new Moore Community House facilities in Biloxi and hopes that he will be able to enlist the support of local churches to develop an on-going relationship through Sunday School classes or other youth initiatives. Matthews will be talking with the School of Education about student teachers possibly doing an assignment at the Moore Community House.

The meeting was adjourned at 4:20pm.

Submitted by Kay Fly, Secretary

Next meeting: February 24, 2010.

Livingston CARES

November Financials

| | | |
|-------------------|----------|-------------|
| Beginning balance | 10-31-09 | \$12,112.52 |
| 20 Deposits | | +26,298.00 |
| 8 Withdrawals | | 5,546.61 |
| Interest pd. | | + 3.08 |
| Bank fees | | -10.00 |
| Ending balance | | \$32,856.99 |

Deposits

| | |
|--|-----------|
| Interest | 3.08 |
| Donations:Presb. Ch., Kiwanis, Individuals | 770.00 |
| Jan. 20. Biloxi trip pay | 13,546.00 |
| Feb. 2010 Biloxi trip | 1,100.00 |
| March 2010 Biloxi Trip | 5,300.00 |
| Ghana project | 112.00 |
| Give Kids the World | 3,200.00 |
| Gumbo Dinner | 2,270.00 |
| | 26,298.00 |

Withdrawals

| | |
|----------------------------|---------|
| Bounced check | 250.00 |
| Jan. Biloxi air fare | 2587.20 |
| May Biloxi airfare advance | 1400.00 |
| Rental food gumbo dinner | 466.68 |
| Insurance (liability) | 837.00 |
| Check supply | 5.73 |

5546.61

Bank fee 10.00

Gumbo dinner

| | |
|---------|---------|
| Income | 2270.00 |
| Expense | 466.68 |
| Profit | 1803.32 |

Give Kids the World

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|--------------|----------------------------|
| Deposits | 3200.00 |
| Expense | 0 |
| On Deposit – | 3200.00 in Liv. CARES Acct |

Ghana Project

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|------------------|---------|
| Deposits to date | 2361.00 |
| Expense to date | 851.00 |
| On Deposit | 1510.00 |

Livingston CARES Balance

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|---------------------|------------|
| Bank balance | 32856.99 |
| Give Kids the World | -3200.00 |
| Ghana Project | -1510.00 |
| Liv. CARES | +28,146.99 |

December Financials

| | | |
|-------------------|----------|-------------|
| Beginning balance | 11-30-09 | \$32,856.09 |
| 10 Deposits | | + 6,664.00 |
| 8 Withdrawals | | -12,905.97 |
| Check Supply | | -46.02 |
| Interest | | +3.04 |
| Ending balance | 12-31-09 | 26,572.04 |

Deposits

| | |
|---|-----------|
| Donations individuals | \$1883.00 |
| Livonia Garden Club | 50.00 |
| Alpha Kappa Phi – concert & haunted house | 1500.00 |
| Jan. Biloxi trip | 206.00 |
| Feb. Biloxi trip | 2200.00 |
| March Biloxi trip | 325.00 |
| Give Kids the World | 500.00 |
| | \$6664.00 |

Withdrawals

| | |
|-------------------------------|------------|
| Jan. Biloxi payment | \$6,063.40 |
| Jan. Biloxi T shirts | 252.00 |
| Jan. Biloxi insurance | 1,324.00 |
| Katrina Memorial Plaque | 245.00 |
| Reib. For Give Kids the World | 1,512.50 |
| Reimb. Airfare Jan. Biloxi | 256.58 |
| Feb. Biloxi Airfare | 3,252.49 |
| Check supply | 46.02 |

\$12,951.99

Give Kids The World

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|----------|------------------------------|
| Deposits | \$3700.00 |
| Expended | 3252.49 |
| Balance | 447.51 In Liv. CARES account |

Ghana Project

| | |
|----------|-------------------------------|
| Deposits | \$2361.00 |
| Expended | 851.00 |
| Balance | 1510.00 In Liv. CARES account |

Livingston CARES Balance

| | |
|---------------------|-----------|
| Bank Balance | 26,572.04 |
| Give Kids the World | 447.51 |
| Ghana Project | 1,510.00 |
| Liv. CARES Balance | 24,614.53 |