

# Livingston County CARES Inc. Board of Directors Meeting

September 23, 2009

## Approved Minutes

The Board of Directors met at the MacVittie College Union Boardroom on Wednesday, September 23, 2009. The following board members were present: Tom Matthews, Kay Fly, Jerry Alonzo, Andrew Demosthenous, Kathleen Jones, Karen Bailey, Lori McEvoy, Niles Christianson, Lyle Lehman, Dick Hatheway, Elise Arneson, Wes Kennison, Katie Rogers, and guest, Dan Hart.

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

**Approval of the minutes:** Jones made a motion to approve and Alonzo seconded a motion to approve the minutes of the August 19, 2009 board meeting. The minutes were approved.

**President's Report:** Matthews introduced Dan Hart, the student co-coordinator of the March trip. Matthews reported that our report to the New York Charities Bureau was accepted and that we needed to submit additional information to the IRS. Matthews also said that we need to approve an extension of our insurance.

**Treasurer's Report:** Lehman stated that the Ghana Project had \$1,398.00 in the holding account. Hatheway moved and Jones seconded a motion to receive the Treasurer's report. The motion was approved.

**Fund Raising Committee:** Christiansen reported that Rogers, Jones, Demosthenous, Evarts, and Arneson attended the committee meeting. Christiansen reported that Rogers had 14 suggestions on how to raise money. Some of those suggestions included bake sales, car raffles, an a cappella concert, a Creole take out dinner, comfort food events, jailbreak out on the quad, and a celebrity dinner. Demosthenous suggested that students going on a trip be permitted to fundraise and get credit toward their trip fees. Lehman said that they would need approval. Jones asked if a student did considerable work for a project could we give a discount off their trip. Matthews responded that it would pose problems for record keeping. Alonzo said that it might be better to do fundraising as a group rather than having individuals go off in multiple directions. Alonzo suggested that we would need group leaders to organize fundraising activities.

**Compliance Committee:** Lehman stated that they hadn't met yet but would list everything and report to the board any actions needed to meet federal and state regulations.

**Nominating committee:** Alonzo reported that the terms are ending for Dimpfl, Hurlburt, Christiansen, Arneson, Flannery, and Ellison. Alonzo is recommending Arneson for a one year additional term; Ellison, Hurlburt and Dimpfl are being

nominated for three years and Dan Hart for two years. Christiansen will not be returning.

**Work Trips:** Matthews reported that 28 reservations have been made for the January trip and that he will be going in January. Matthews said that we have two drivers right now. He also said that Chris Dahl would be going on the January trip. Matthews said that October 26<sup>th</sup> was the deadline for the January trip and that the trip would be out of Buffalo on Air Tran. Mathews said that we have 14 reservations for the February trip which will be Feb.14<sup>th</sup>-to February 19<sup>th</sup>. Bailey said that Tuesday of that trip was Mardi Gras. Matthews said that he was looking for a leader for the February trip. He said that we don't have any reservations for May but there is interest. Rogers said that at her first interest meeting forty students signed in. McEvoy said that she would announce the work trips to church members. Matthews said 10 spots need to be filled for the Feb. trip. Matthews stated that Oct. 26 was the deadline for the January, February and March trips. He said that \$100 deposit had to be in by Oct. 26<sup>th</sup> for the March trip and payment in full was needed by the 26<sup>th</sup> for the January and February trips.

**Discussion:** McEvoy stated that 150 people attended the last Presbyterian regional meeting in Geneseo. McEvoy said that the Presbyterians were setting up a disaster team and were looking for examples. Lehman stated that there is a national group but not a local one. Matthews suggested that maybe we could meet with them. Matthews stated that there was a NY Times article that people in Mississippi were still living in trailers Matthews said that there are a lot of big projects in Mississippi such as bridges and roads and a lot of money is going to those projects rather than low income housing. Lehman stated that the University of Mississippi got money and Gulfport Community College was destroyed but didn't a fair share of the federal funds. Kennison said that the money was diverted as direct aid to the students who then transferred to Old Miss which got the money. Christiansen said that money is going to projects rather than people. Jones said that it shouldn't be either or, it should be both.

**Fundraising Discussion:** Jones said that Glen McClure was on board to do the Gumbo dinner and that it would be a takeout and not a sit down dinner. She said that McClure could do it the second week in November. Jones said that tickets will be needed and they should be sold in the community. McEvoy thought the dinner was a great idea and that this will be a busy time for families and that the churches would be great places to advertise the event. She suggested a church as a pick up point. Kennison said that we would need a permit from the Livingston County Health Department. Kennison said that the Health department would require a certain temperature to be maintained for the hot food and the kitchen needed to be coded and that there should be one distribution point where the food is prepared and picked up. Matthews asked the board for a date and how much to charge. McEvoy said that it should be a weekday when people are the busiest and she suggested charging \$10. Matthews asked about Thursday, November 12<sup>th</sup>. Matthews said we could do advance sales for tickets and that the tickets could be printed at the

college. Kennison moved and Bailey seconded the motion to have the dinner in November. The motion was approved. Dan Hart said that he thought he could get his Acappella group to do a benefit concert. He said that he didn't know if all the money would go to Livingston Cares. Matthews suggested that there is a lot of community interest in hearing these groups perform. Demosthenous suggested an open mike night. Kennison said that would appeal to the students and that a concert would appeal to the community. Bailey asked if we couldn't do both. Kennison said he felt the concert should be done in late November or early December. Jones made a motion to approve and Alonzo seconded a motion to approve the concert. The motion was approved.

Rogers said there was a third fundraiser idea, a celebrity Wait-A-Thon. Celebrities pair up with waiters and waitresses, that they sign up in advance and the celebrities entertain the diners. The tips go to Livingston CARES. Rogers said that if you get radio or TV personalities they could promote it. Rogers stated that the cost is minimal but takes a lot of planning. She said that there could be a table for donations for those that don't want to wait in line. Rogers said that when she did it before it was done on a weeknight. Alonzo wondered if the restaurant would be willing to donate part of their take. Kennison offered to contact the BIG Tree about hosting a celebrity dinner. Rogers suggested scheduling the dinner in April. Matthews asked if this would take the place of our end of the year dinner. Arneson suggested two separate events and that the thank you dinner be organized for the volunteers. Rogers said that the celebrity dinner would be for the community. Lehman made a motion to explore this idea and Bailey seconded the motion. The motion carried.

Demosthenous said that maybe we could use the students that go on the trips to fundraise. Alonzo stated that anything done in our name would need to be approved by the board. McEvoy said her church did something a similar program for their youth conference and it became complicated. Matthews indicated that we will need to talk to the students going on the trips to determine their interest in fundraising.

**Action items:** Matthews asked for approval for extending our liability insurance. Jones made a motion to approve and Alonzo seconded the motion to approve extending our insurance. The motion was approved.

Matthews asked for approval of the board to donate a live Oak to be planted in the Katrina Memorial Park. The cost would be \$148.90. Kennison made a motion to approve and McEvoy seconded the motion to approve the Live Oak donation. The motion was approved.

**The nominating committee:** Alonzo reported that the nominating committee recommended Ellison, Hurlburt and Dimpfl be approved for three year terms and that Arneson be approved for a one year term. Kennison moved and Alonzo seconded a motion to approve the recommendations of the committee. The motion carried. The committee also recommended Dave Parfitt for a three year term on the Board of Directors. Lehman moved and Kennison seconded a motion to approve the recommendation. The motion carried. The committee and the board members also

expressed their appreciation to Curt Christiansen for his service to the Board and for chairing the fund raising committee. Kathleen Jones agreed to succeed Christiansen as chair of the fundraising committee.

**Announcements:** McEvoy said that she will be talking about Livingston CARES at the November 8<sup>th</sup> meeting of the Coalition of Churches. Kennison noted that Livingston CARES was mentioned in the new SUNY Geneseo history book.

The meeting was adjourned at 4:15pm. Minutes submitted by Kay Fly, Secretary.

**Next meeting:** October 28, 2009 in the MacVittie Board Room.

## Financial Report

### June Financials

Beginning balance	\$19,378.49
1 Deposit	+ 25.00
4 Withdrawals	-4, 732.61
Ending balance	\$14, 674.22

### Deposits

Donation	25.00
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### Withdrawals

Reimbursement May '09	417.80
Reimbursement May '09	755.80
Reimbursement May '09	59.01
Payment May '09 Trip	3,500.00

### July Financials

Beginning balance	\$14, 674.72
2 Deposits	+85.00
1 Withdrawal	-1400.00
Interest paid	+3.06

Ending balance	\$13,362.75
Deposits	
Donation	25.00
Ghana project	60.00
Withdrawal	
Charter Bureau Filing	35.00

Ghana Project as of August 31, 2009

Total deposits	\$2,249.00
Total disbursement	851.00
Balance	\$1,398.00

**October 2009 Financial Report**

Beginning balance as of 9/30/09	\$12,631.70
2 withdrawals	520.61
Interest Paid on 10/30/09	\$12,113.52

Withdrawals

Insurance	\$501.61
Tickets, Gumbo-to-Go Dinner	19.00