

## Livingston County CARES Inc. Board of Directors Meeting

March 13, 2013

### Draft Minutes

The Board of Directors met in the MacVittie Board Room 351 on March 13, 2013. The following Board Members were present: Tom Matthews, Kay Fly, Matt Bower, Phil Natoli, Kathleen Jones, Lyle Lehman, David Parfitt, Ken Kallio, Brenda Donahue, Chris Crocker and Matthew Andrews.

Matthews called the meeting to order at 3:30pm.

**Approval of the minutes:** Jones moved and Kallio seconded a motion to accept the minutes of the January 30 meeting. The minutes were approved.

**March Trips:** Matthews stated that Dan Hart who is a veteran of five trips to Biloxi will be the fourth driver for the March trip to Biloxi. The Biloxi teams are settled and ready to go on Sunday from Buffalo, even though it will be an early morning trip from Geneseo for most of the volunteers.

Sixteen volunteers will be going to Long Island. They will be staying in Hicksville at a United Methodist Church and working at sites in Freeport and Massapequa. Tamara Kenney will be the trip coordinator with assistance from Scott Kenney. The student coordinator will be Zach Bodenweber who is a veteran of three Mississippi trips. The teams will cook their own meals as part of the volunteer week. CAS may contribute some food items for the teams.

Matthews reported that registrations are slow for the May trip to Biloxi with only four students signed up as of today. We may not be able to reach the required 10 people for a group fare which will mean a loss of our \$700 deposit. Matthews and Kallio are hosting an open session to recruit volunteers later this afternoon.

Although we have announced the May trip to Staten Island, the registrations for this trip are also very light. We will need to promote

this trip after we settle the May Biloxi trip. The May Staten Island group will be staying at the Bethel United Methodist Church.

**Give Kids the World (GKTW):** Thirteen students and one staff member are participating in the GKTW March trip. The volunteers will have two work shifts every day at the village. The trip will start on March 16 and end the following Saturday. Parfitt reported that the students did a lot of fundraising including a Pie an RA that raised \$440 and a Zumbathon in Knight Spot that raised \$100.

**Financial Report:** Matthews reported that we have not yet received all the Hurricane Sandy funds from the Geneseo Foundation. Matthews asked the board members to start thinking about what projects or agencies we would like to support with the funds donated to the Hurricane Sandy Relief fund. The Methodist Church requires volunteers to contribute \$20 per volunteer to buy supplies. Matthews suggested we donate some of the money to support the Methodist Church Hurricane Sandy relief and recovery projects once we are able to get a better sense of what is needed. Lehman asked if our volunteers would need to bring tools and supplies to Long Island. Matthews said that his understanding is that all tools will be supplied by the work site supervisors. Lehman suggested we wait until after the March trip to decide what charities we should support. Donahue suggested we use the money to support our students. Matthews said that we need to comply with a request that accompanied the \$2000 donation from the Presbyterian Church to use the money as soon as possible.

**Ghana Project:** Matthews reported on the discussions with the Ghana Project students and that an agreement has been reached to donate the money through the Korye Dana Theater that will be able to ensure the funds are actually spent on the school in Ghana. Parfitt made a motion and Donahue seconded the motion to approve donating \$1500 from the Ghana fund to build the school in Ghana. The motion passed.

**Nicaragua Microfinance Loans:** Jones moved and Kallio seconded a motion to approve a request from Kellan Morgan to forward the balance of \$1400.00 in the Microfinance Loan Fund to Nicaragua to support small business loans. The motion was approved.

**Guatemala Project:** Matthews said that he had advised the students from Common Hope what they needed to do to set up an account with

Livingston CARES. They never submitted the paper work. They raised money and \$246.00 was placed in the Livingston CARES Account in anticipation that the Common Hope students would be submitting a formal proposal (attached to the minutes) to create the fund. Livingston CARES just received a proposal but the group is now an approved recognized student organization. Since we never approved the fund, Matthews suggested that we clear this account from our books and write a check to the Student Association. Natoli moved and Lehman seconded a motion to send a check for the balance in the fund of \$246.00 to the Student Association for the Common Hope unfunded account.

**Japan Fund:** Kallio noted that the Japan fund was stagnant and suggested that we donate it to a 501C organization in Japan. Donahue moved and Bower seconded a motion to donate the funds to an appropriate 501 C organization. The motion passed.

**Additional information:** Mathews indicated that Matt Bower will be receiving an award at the Volunteer Service Award Dinner on March 26<sup>th</sup> at 6pm. All board members will be receiving an invitation to the dinner.

April 18<sup>th</sup> is the Gumbo to Go and Paula McClure, our outreach assistant will be working on that.

**Next meeting:** We will be holding our annual meeting at 4:30pm at the Interfaith Center on April 22<sup>nd</sup> followed by the annual thank you dinner at 5:30 pm.

Jones move and Natoli seconded a motion to adjourn the meeting. The motion passed.

Submitted by Kay Fly, Secretary

Next Meeting: Monday, April 22 at 4:30 pm at Geneseo Interfaith Center