

Livingston County CARES Inc., Board of Directors Meeting

Wednesday, January 30, 2013

Draft Minutes

The Board of Directors met in the MacVittie Board Room, Room 351 on January 30, 2013. The following Board members were present: Tom Matthews, Matthew Bower, Lizzy Johnson, Matt Andrews, Kathleen Jones, Lyle Lehman, Ken Kallio, Jerry Alonzo, Kay Fly, Dave Parfitt, Karen Bailey. Guests: Patrick Rountree and Beth Standish

Matthews introduced Patrick Rountree – a new volunteer who went on the Staten Island trip. Pat reflected on the positive experience with the January trip.

Matthews called the meeting to order at 3:45 p.m.

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

Gumbo to Go: Matthews reported that Gumbo to Go dinner raised \$2,300. The next Gumbo To Go is scheduled for April 18th.

Scholarship Committee: Student Association approved \$2100.00 in each of the last three years to assist volunteers with travel expenses for the Biloxi trips. The balance in the fund for the current year is \$100. Bower, Fly and Matthews serve as the members of the committee.

Trip Updates: Twenty-eight volunteers registered and paid for the March, 2013 trip to Biloxi. The trip to Biloxi in January included 21 volunteers and was a very successful week. One of the highlights for the volunteers occurred on the last day of the trip when everyone pitched in to help a woman who had furniture stored for 5 years move all her belongings into her new house.

Sandy Work trips and Projects: Matthews briefed the board on the planning and execution of the January trip to Staten Island and on plans for the March trip to Long Island. CARES is working with Greg Forrester at Hope Unites and the United Methodist Annual Conference on site locations for future work sites on Long Island and Staten Island. Tools were collected for Red Hook and Matthews gave the tools to Greg O'Connell in early January. Matt Bower and Pat Rountree shared reflections on the January relief work trip to Staten Island. There were 19 volunteers on the trip. Rountree reported on the work that took place on 9 houses throughout the week. Bower reported that on the first day they were assigned 3 houses which they finished working on within two days. Matt Bower and Chris Crocker were the student trip coordinators and Chuck Reyas, the SUNY Geneseo Environmental Health and Safety Officer, was the staff trip coordinator. The group stayed overnight

at the Staten Island Jewish Community Center and also had their meals provided by the JCC in-house catering firm. The group worked under the auspices of the Staten Island Bethel United Methodist Church. Matthews visited the sites on the Friday before the volunteers arrived on Sunday night and assumed that the agreements reached with the JCC and the caterer would be followed. Reyas had to renegotiate food and other arrangements in order to ensure adequate food for the volunteers. Although the volunteers were pleased with the week, our March group will not be able to return to Staten Island because another group has been booked for spring break. Matthews is negotiating with the United Methodist Annual Conference for sites in Freeport and Massapequa for that week. Volunteers will be housed in the basement of two churches and the group will prepare its own meals. Tamara and Scott Kenney will be leaders for the March trip and CARES will rent vans from Enterprise. The board members reached a consensus to establish a \$200 fee for the trip. Matthews reported that we also have spaces for 14 volunteers on Staten Island for a May trip. Livingston CARES has received over \$8,000.00 in donations for the Sandy Relief Fund including a donation of \$2,000.00 from the Presbyterian Church. Mathews stated that some of this money may be needed for supplies and financial assistance for students on the March and May trips. Jones moved and Parfitt seconded a motion to authorize President Matthews to negotiate fees and arrangements the March and May trips. The motion passed.

Biloxi trip: Kallio reported that we will not be able to continue using Air Tran for the May trip because their service stops on April 1. The trip will be on Southwest out of Buffalo. We will charge \$590 for May trip due to the increased cost of airfares. We expect to have 14 volunteers. Alonzo moved and Jones seconded a motion to approve Kallio as the May trip leader. Motion approved.

Give Kids the World: Parfitt reported that plans are set for the March trip to Orlando with 14 volunteers who will spend the week working at Give Kids the World.

Tornado Relief: There is \$283 in the fund. Since it was not used Bailey moved and Jones seconded a motion to transfer the \$283.00 to the Hurricane Sandy fund. The motion carried.

Discussion: Matthews asked for approval for authority to assign trip leaders for the Sandy March and May trips. Jones moved and Kallio seconded the motion. The motion carried.

Ghana Update: Matthews is working with the Ghana Project students to resolve an acceptable procedure and agency to donate the funds in the CARES account for a project in Ghana.

Nicaragua Update: Monies have been collected to build a second school in Nicaragua. Funds are still being accepted for that project.

Nominations Committee: Action Items: Matthews recommend Lehman, Andrews and Bailey to serve on the Nominations Committee. Alonzo moved and Parfitt seconded a motion to approve the committee appointments. The motion was approved.

Compliance Committee: Matthews recommended Lehman, Baily and Donohue for the compliance Committee. Kallio moved and Parfitt seconded the motion to approve the committee appointments.

Financial Assistance: Since we may need additional funds to assist students on the remaining trips this spring, Matthews asked for approval to allocate \$1,000 from our general fund for financial assistance. Parfitt moved and Kallio seconded the motion. The motion passed.

El Sauce Funds: The Nicaragua project volunteers raised funds during the last couple of months to build a second school in Nicaragua. Kellan Morgan has asked for approval of the use of the monies for the second school. Kallio moved and Jones seconded a motion to approve the expenditure from the Nicaragua Fund. The motion passed.

Other Items: Kallio reported that our intention was to reapply to be part of the SEFA campaign but we missed the January 25th deadline. We did participate in **Roc the Day** which is also under the United Way umbrella. We raised approximately \$500 but United Way fees are 8% so SEFA may not be the best deal for Livingston CARES.

Next meeting will be on March 13, 2013 at 3:300 in the MacVittie College Union Board Room.

Adjournment: Meeting was adjourned at 4:30 p.m.

Submitted by Kay Fly
Secretary