

## Livingston County CARES Inc. Board of Directors

Wednesday, September 12, 2012

### Approved Minutes

The Board of Directors met in the MacVittie Board Room, Room 351 on September 12, 2012. The following Board members were present: Matthew Bower, Lizzie Johnson, Matt Andrews, Chris Crocker, Phil Natoli, Lyle Lehman, Ken Kallio, Tom Matthews, Karen Bailey, Kay Fly, Kathleen Jones, David Parfitt, Wes Kennison, Jerry Alonzo., and Erin Bills. Guest: Beth Standish

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

**Approval of the minutes:** Bills moved and Crocker seconded a motion to approve the minutes of the April 16, 2012 minutes. The minutes were approved. Lehman moved and Bailey seconded a motion to approve the minutes of the Annual Meeting of the Corporation on April 16, 2012. The minutes were approved.

**President's report:** Matthews reported that Livingston CARES received a plaque from the Little League in Owego thanking our volunteers who helped clean up after Irene in the fall of 2011. Matthews also reported that a \$1,000 donation was received from the JP Morgan Chase Run on behalf of the SUNY Geneseo team who won the t-shirt contest for the race. The team members selected Livingston CARES as their choice for the charity to receive the money. Matthews thanked Erin Bills, Karen Bailey and Lyle Lehman for staffing the Livingston CARES table at the Geneseo summer festival.

**Treasurer's Report:** Lehman and Matthews briefly reviewed the tax documents prepared by our student accountant Diana Castro and CPA Julie Matthews for the 2011-2012 tax filing. Natoli moved and Kallio seconded a motion to approve the tax documents for filing with the IRS and New York State. The motion carried.

**Trip information:** Andrews reported that he and the other student board members hosted interest meetings for the 2013 trips and that attendance was good and that many new students attended and

expressed interest in the trips. Matthews and Andrews and Johnson will request a \$2100 grant from Student Association to assist students with travel expenses for the trips.

**Give Kids The World:** Parfitt reported that he will be leading another Give Kids the World trip to Orlando on March 16<sup>th</sup> through March 23<sup>rd</sup>. Parfitt said that they will be using Air Tran and the cost will be \$790 per student. The team will be doing some fundraising to help with expenses for the trip. One of the fundraising efforts will be a piano player performing on October 20<sup>th</sup> in the Knight's Spot. Josephine Champlin will be the student coordinator for the trip.

**Gumbo To Go:** Matthews reported that the Gumbo to Go dinners have been scheduled at the Central Presbyterian Church on November 1 and April 18. Kallio moved and Kennison seconded the motion to approve the Gumbo to Go dates and the ticket price of \$10.00. The motion carried.

**Ghana Project:** Matthews indicated that the Ghana student organization has been advised to close the CARES account since they are now a recognized student organization. He advised the group that they will need to make a proposal to gift the funds to an appropriate school or program in Ghana and that the CARES funds could not be just given to a Student Association account since it is not a public charity and that the funds have been collected from donors with the understanding that the funds will go to an appropriate charity. Matthews stated that there is approximately \$300 in the account. Kennison indicated that he could help with transferring money to Ghana. No action will be taken until a specific proposal is presented to the board.

**Trip Leaders:** Matthews reported that his recommendations for trip leaders were as follows: Matthews to serve as the January trip coordinator, Andrews to serve as the March student coordinator and Luke Haumesser as the March staff coordinator and Kallio as the May trip coordinator. Natoli moved and Johnson seconded that the trip leaders be approved. The motion carried.

**Resignation:** Matthews asked the board to approve the resignation of Dan Dimpfl from the board. Kennison moved and Jones seconded the motion. The motion carried.

**Future meetings:** Matthews asked approval from the board for the scheduled meetings for the next 4 board meetings. Natoli moved and Bailey seconded the motion. The motion carried.

**Insurance:** Matthews requested approval of payment for the liability insurance. Jones moved and Alonzo seconded the motion. The motion carried.

**Discussion:** Matthews reported that the Volunteer and Service Awards Dinner will be on March 26, 2013 at the Big Tree Inn. Board members will be invited to the dinner. Kallio asked about the SEFA application. Matthews indicated that he and Kallio prepared the online submission and sent paper copies of the documents that could not be downloaded electronically. The SEFA staff denied approval to Livingston CARES because they claim they did not receive the mailed copies. No appeals are possible to their decision. Matthews said that we should submit an application again next year. Kallio asked if students could use credit cards to pay for their service trip. Matthews said that there would be an additional fee for using the credit card. Kallio said that pay pal has special rates for non-profits. Matthews asked the board for approval to pursue Pay pal. Johnson moved and Alonzo seconded the motion. The motion carried.

Matthews reported that there had been some flooding from the last Hurricane in Harrison Mississippi but there was no major damage in Biloxi or to Camp Suma.

**Trips:** Matthews indicated that the deadline for the January trip will be October 29 for full payment. The March deposit of \$100 is also due on October 29 with final payment in December.

**Adjournment:** Kennison moved and Parfitt seconded a motion to adjourn the meeting. Motion carried. The meeting was adjourned at 4:30pm.

Minutes prepared by Kay Fly, Secretary

Next Meeting: Wednesday, November 14 at 3:30-4:30 pm in MacVittie Board Room.