

Livingston CARES Inc. Board of Directors Meeting

March 26, 2014

Draft Minutes

The Board of Directors met in MacVittie College Union Room 330 on March 26, 2014. The following Board members were present: Tom Matthews, Kay Fly, Dan Martin, Alyssa Stefanese, Brenda Donahue, Chris Crocker and Wes Kennison. Guests Lynn Horowitz and Sarah Ackerman.

Approval of the minutes: Donahue moved and Crocker seconded a motion to approve the minutes of January 22, 2014. Minutes were approved.

Financial Report: Reports were attached to the minutes and sent to board members by mail.

Weekend of Service: Lynn Horowitz reported that the weekend went very well, they stayed at a Presbyterian Church and two staff members stayed as well. Horowitz said that on Friday they volunteered at the library, Saturday they volunteered at Cameron from 9am-noon, the Avon Nursing Home writing cards from 1pm-3pm and then made blankets for infants. On Sunday they went into Rochester to the Science Center and did gardening as well as other outdoor activities.

Ghana Project Fund Donation: Matthews invited Sarah Ackerman to update the board on the Ghana Project. Ackerman provided background on the hospital project and referred members to her written proposal for donating the remaining monies in the fund to a hospital and classroom to educate area families on disease prevention. Kennison moved and Donahue seconded a motion to approve Resolution One on the Ghana Project. The motion carried.

Trips: Matthews stated that the two March trips were very successful. Fourteen volunteers went to Long Island. Eddie Lee was the leader of the trip. The volunteers worked on five different homes. Dan Martin reported on the March Biloxi trip. Martin was one of the student leaders on the March trip to Biloxi, He reported that the 21 volunteers did demolition work, organized the HOPE warehouse and worked at a homeless shelter. The May trip to Staten Island will be led by Peggy With from Health and Counseling. Matthews reported that the May trip will be housed at a new location at the Back Bay Mission in Biloxi. Ken Kallio will be leading the trip. Matthews also reported that the January, March and May 2015 trips to Biloxi will also stay and work with the Back Bay Mission. Reservations and a deposit of \$200.00 have been made for 14 volunteers in January, 21 in March and 14 for May 2015.

Discussion: Board members discussed donations and what we should do with the remaining funds in the Hurricane Sandy fund. Matthews reported that the Hurricane Sandy Trip donations were used to purchase cots for the Bethel United Methodist Church on Staten Island and for housing supplies for the church in Massapequa and for construction materials for the recovery center on Long Island. The United Methodist Church Annual Conference that we are using for the Sandy trips did not charge us volunteer fees last year but now they are expecting \$50-\$150 per person for fees. The fees are used to help buy supplies and materials for the work projects. Such charges for volunteer groups are quite typical in disaster recovery projects. This year, we are paying \$95.00 per person for housing accommodations and are contributing \$100.00 per person for volunteer fees. Since we are only charging \$200.00 for the Long Island and Staten Island, we are using funds from Sandy Relief Fund to make up the difference. Although HOPE in Biloxi operates on a similar fee basis, we have not made any contributions for the last two years. Based on our recent experiences, Matthews indicated that he is not recommending a donation to HOPE this year. Kennison asked what our long term commitment should be for recovery work in Biloxi and on Long Island and Staten Island. Matthews stated that Biloxi was originally a ten year commitment. Since we started in 2006, next year will be nine years.

Trip Leaders: Kennison moved and Donahue seconded a motion to approve the trip leaders for the March and May trips (Neal Brooks and Chris Crocker for March trip to Biloxi, Eddie Lee for March trip to Long Island, Lynn Horowitz for Weekend of Service in Rochester, Kallio for May trip to Biloxi, and Peggy With for May trip to Staten Island). The motion carried.

Resolutions: Matthews asked the board to vote on the following resolutions:

2. Friends Pre- School Project in Nicaragua. Stefanese moved and Martin seconded a motion to approve. The motion carried.
3. The Buena Vista Project Fund. Donahue moved and Kennison seconded The motion to approve. The motion was carried.
4. The school in San Cayetano Nicaragua. Stefanese moved and Crocker seconded the motion to approve. The motion carried.
5. Guatemala Project Fund. Martin moved and Crocker seconded a motion. to approve moving the funds to Common Hope. The motion carried.
6. The Japan Project Fund. Donation. Kennison moved and Crocker seconded a motion to approve. The motion carried.
7. The Typhoon Haiya Fund. Donahue moved and Stefanese seconded a motion to approve . The motion carried.

Actions Approved by Electronic Vote: Since the meeting did not have a quorum, the President was instructed to ask for approval of all actions of the board by electronic vote. The electronic vote was conducted and all board members returned email votes, including the ones present at this meeting, approving the seven resolutions.

Adjournment: The meeting was adjourned at 5:15pm.

Kay Fly, Secretary

April Meeting: The next meeting will be on Monday, April 28th at the Interfaith Center at 4:00 pm. The Annual Meeting of the Corporation will be at 4:00 pm and the regular board meeting will follow the corporation meeting. The Annual Thank You Dinner will start at 5:30 pm.