

## **Livingston County Cares Inc. Board of Directors Meeting**

MacVittie Board Room, Room 351 (3<sup>rd</sup> Floor)

Tuesday, October 21, 2014

### **Approved Minutes**

The Board of Directors assembled in the MacVittie Board Room in the College Union on October 21, 2014 at 4:00 pm. The following Board members were present: Tom Matthews, Jon Macko, Ken Kallio, Phil Natoli, Alyssa Stefanese, Tamara Kenney, Wes Kennison, Brenda Donohue, Austin Stone, Lyle Lehman, Kathleen Jones, Eddie Lee, and visitor, Julie Matthews.

#### **Approval of the Minutes:**

Matthews called the meeting to order. Natoli moved and Jones seconded a motion to approve the minutes of the September 9, 2014 board meeting. The motion carried.

#### **Chair's Report:**

Matthews reported on the number of volunteers registered for the 2015 service trips. The responses to all the trips are slow and he asked members of the board to assist in promoting the trips. Matthews also recommended the following trip leaders: January Biloxi trip (Matthews and Stone), March Biloxi trip (Brooks, Martin and Baum), May Biloxi trip (Kallio), January Staten Island trip (Lowmaster), March Long Island trip (Lee), and May Staten Island (Wirth & DiSilva).

#### **Treasurer's Report:**

Lehman reviewed program projects and discussed the sources of funding for the projects, including grants. Kennison moved to accept the Treasurer's report and Donohue seconded. The motion carried.

#### **Presentation of Statement of Financial Position:**

Julie Matthews reviewed the draft of the 2014 income tax information and explained the spread sheets including the income and expenses for all service trips and projects. The final report for the IRS and New York State tax filings will be sent electronically for the board members to review prior to filing. (An extension was filed in November in order to provide more time to finalize the report).

#### **Action Items:**

**Trip Leaders:** Donahue moved and Jones seconded a motion to approve the chair's recommended trip leaders for 2015. The motion carried.

**Electronic Vote:** Natoli moved and Lee seconded a motion to confirm the results of an October 2014 electronic vote approving the reduction of the fee for the March 2015 trip from \$600.00 to \$575.00. The motion carried

**Adjournment:**

Kennison moved and Jones seconded a motion to adjourn the meeting. The motion carried and the meeting adjourned at 5:00 pm.

*Prepared by Jon Macko, Secretary*

Please save the following dates for Livingston CARES Board meetings from 4:00-5:00 pm in MacVittie Union Board Room:

Tuesday, January, 20 and

Wednesday, March 10

**Special Events:**

Gumbo-to-Go: Thursday, November 6 & Thursday, April 9

2014 Volunteer & Service Awards Dinner: Tuesday, March 24

CARES Annual Meeting & Thank You Dinner: Monday, April 27