

**Livingston CARES Board Meeting
October 20, 2016**

Draft Minutes

Matthews called the board meeting to order at 4:30 pm. Those in attendance and constituting a quorum were:

Present: Bailey, Campbell, Donohue, Hebel, Kennison, Lee, Matthews, Natoli, Paratore,
Absent: Bolesky, Ellison, Fabiny, Gaylord, Harvey, Kallio, Kenney, Lehman, Morales,
Rogalsky, Sauter

Others Present: William Blasland

Approval of the Minutes: Bailey moved and Donohue seconded a motion to approve the September 1st Board Meeting minutes. Approved and carried without minor changes that will be corrected.

Officer Reports: President: Lagom Landing will be proposing another trip to Stoney Point which would be an interfaith trip that we will discuss at the next board meeting.

Officer Reports: Secretary: Hebel reported that the September Gumbo to Go event raised \$2,413.28 with 221 dinners collected. This total includes a \$100 donation. Donohue thanked the many volunteers who helped make the event a success. At times we even had too many volunteers and nothing for them to do.

Officer Reports: Finance: None

Updates on 2017 Livingston CARES trips: We are filled for January with a waitlist, but we need drivers. Ian Coyle is unable to attend in January but Lisa Burns may be available. A third driver is still needed. Hebel stated that registration for the March trips to Biloxi, Brooklyn, and Detroit will begin on November 11th so we need to begin promoting those trips. Dave Parfitt has filled the Give Kids the World trip. They are booking \$200 cheaper through Allegiant Air so we are fronting the money. We do not typically pay upfront but Allegiant Air will not do a deposit.

Participants on week-long service trips will be required to attend a GOLD workshop to cover service trip information and social justice issues.

Update on Home Away from Home Respite Center: Respite Center is up and running with six clients. Jessie Gyr just received the contract of \$5,000 for the program. With the grant, we will need to figure out what we need to do legally to have a stipend for a part-time employee so Matthews will work with others on determining how to move forward.

Discussion on Insurance Coverage: Matthews still need to speak with the attorney about insurance coverage.

Discussion on Haiti Relief Fund: The board supported raising funds for Haiti. Students have set-up a Go Fund Me page which was not recommended as the organization takes 5% of the donations whereas Livingston CARES would not take any overhead. Previously, we have donated school supplies and water purification systems for cholera prevention. In conversations with Rosemarie, she has suggested investing in a cistern to provide towns close access to clean water. Each cistern would cost about \$700 and could provide clean water to over 1,000 families. Matthews would propose that if we are able to bring in enough to purchase one, Livingston CARES will match the donation to purchase a second cistern from our funds. This fundraising would continue for a couple weeks as we have a short window of getting everyone to give.

Kennison shared that our relationship in Haiti is similar to our relationship with Biloxi as somewhat of a sister community where students are continuously going and providing service and learning.

Review of Financial Report: Matthews reported that income taxes will be provided at the next board meeting. The reports that are included are what is used to complete income tax reports. This report is through June 30, 2016 not the current time period.

Earthquake Relief Fund Update: Kennison delivered money collected through spaghetti lunch sales to Matthews. Kennison will prepare a motion for the next meeting of where to donate funds.

Action Items

Approval of Updated Bylaws: Lee reported that a majority of comments he received stated that they approve of the updated bylaws. Matthews and Hebel questioned the size of the Executive Committee and potential struggle of gathering that number of people quickly to make decisions. Lee was trying to activate a committee that has not previously been fairly utilized. Lee shared that the state law regulates 51% quorum for all committee meetings but does not need to be spelled out in the bylaws. Lee shared that voting by email is allowed if there is unanimous consent where every member needs to respond. This motion was approved unanimously with thanks to those involved in developing the bylaws.

Approval of Haiti Funds: Matthews proposed that Livingston CARES commits to matching donations up to \$700 with the hope of installing at least two cisterns in Haiti. Natoli moved and Donohue seconded a motion to approve funds up to \$700 for Haiti. Matthews requested permission to authorize allocation of funds to H.O.P.E. once received. Donohue moved and Kennison seconded a motion to authorize funding as soon as possible.

Meeting adjourned at 5:30pm.

Drafted by Samantha Hebel, Secretary