

SOCIETY OF ST. VINCENT de PAUL EXETER

MINUTES OF THE BOARD MEETING HELD ON FEBRUARY 12, 2020

Board Members Present: Dick Martell (President), Rick Mahoney (Vice President), Dwight Totten (Treasurer), Molly Zirillo (ex-officio), Patty Lovejoy, Jim Pitts, Ron Suduiko, Heather Clark, Leah Grant, Kevin Joyce (ex-officio) and Eileen Flockhart. Absent were Sally Coleman and Catrina Gaynor.

5:10 pm, Dick opened the meeting. Kevin began with a prayer of thanks. It spoke of our founding principles of Spirituality, Friendship and Service.

Minutes: The minutes of the January meeting were approved.

New Candidates: There are 7 new volunteers (Barbara Weatherbee, Sandra Tague, John Grenier, John Pierce, Raelyn Silva, John Schaefer and George Williant.

Food Pantry: Leah spoke about the March 28, 2020 Exeter Rotary Stuff the Bus food drive. Dwight mentioned that the NH Food Bank pick-up will be moved to Mondays when we can get an earlier time and Charlie will be in the Pantry leading the stocking effort.

Grant Report: (See attached grant reports) Dwight presented the Grant Status Report from 2019 showing the amount received in 2019 was \$74,180. As of the meeting, for 2020, there were two grants SVdP is applying for, awaiting completion. In addition, Dwight mentioned the remaining available balances in the grants we have received and discussed the increase that we have seen from The Salvation Army over the years, that we use for milk purchases. One last item mentioned was the check we received from the Exeter Area Greater Federation of Women's Club donation that has been applied at the NH Food Bank for us to purchase food.

Treasurer's Report: (See below) Dwight prepared and presented to the Board, the Treasurer's Report for the month of January 2020. Some discussion ensued about the difference in donations from January 2019 to 2020 due to Honda Barn, St Michaels Feast Days in January and the Crop Walk. There was an increase in the client households served and food distributed in January, however, the expense for food purchased decreased.

TREASURER'S REPORT FOR JANUARY 2020

DONATIONS AND DISBURSEMENTS

During January:

- o Cash Donations totaled \$11,341.
- o Client, Operational & Mortgage Cash Expenditures totaled \$23,812.
- o Expenditures exceeded Cash Donations by \$12,471.

	4 th Quarter		Updated Results 2019	
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>
Revenue	\$167,430	\$176,115	\$327,186	\$344,567
Expenses	<u>\$ 71,267</u>	<u>\$ 79,527</u>	<u>\$298,909</u>	<u>\$296,773</u>
Surplus	\$ 96,163	\$ 96,588	\$ 28,276	\$ 47,794

Organizations contributing this month included Advanced Education (now COGNIA), Give With Liberty (Mutual), Bob Hagan Plastering, Exeter Area GFWC, PEA Winter Frolic and Casella Waste Systems.

We are now in the time of the year when we expect expenditures to typically exceed cash donations until September.

FUND BALANCES

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>START OF YEAR</u>
Operating Expense Funds:	\$ 241,545	\$ 241,545	\$ 207,000
Grant Project Funds:	\$ 30,390	\$ 30,390	\$ 43,255
Reserve Funds:	\$ 148,070	\$ 148,070	\$ 123,099
Endowment Fund	\$ 20,032	\$ 20,032	\$ 0
Mortgage Balance	\$ 191,482	\$ 191,482	\$ 213,909

JANUARY ACTIVITY

During January, St. Vincent de Paul had:

	<u>THIS MONTH</u>	<u>YEAR TO DATE</u>	<u>2019 YTD COMPARISON</u>
Client Households Served	220	220	+3%
New Client Households	21	21	-13%
Food Bags Distributed - Clients	2,413	2,413	+10%
Food Bags Distributed – Agencies	532	532	+129%
Total Food Bags Distributed	2,945	2,945	+21%
Meals Provided	25,523	25,523	+21%
Dental Van Clients	5	5	
Dental Hygiene Clients	0	0	
Dental Client Subsidies	\$ 0	\$ 0	
Food Purchase Expense	\$3,683	\$ 3,683	-14%
Rent/Mortgage Assistance	\$ 655	\$ 655	+31%

Food was donated to Cross Roads, Hampton SVdP, Seabrook Community Action and Newmarket Community Center. Bags per client were 11.0 as compared to 10.8 in 2019.

Annual 990 Review: The board voted to approve the annual 990.

Financial Review/Audit: The board approved hiring **the same accounting firm we used in 2019** for a financial review and discussed the possibility of needing a complete financial audit for the year ending 12/31/2020.

2020 Budget Review: Dwight distributed the P&L Budget for 2020, mentioning an across the board 5% increase. However, the budget included a 10% increase for food due to the potential loss of SNAP benefits, threatened by the current Presidential administration, which may increase the need for client food. Included in the budget are expenses for the financial review, another VISTA volunteer, and mention of potential solar panels to save energy. The budget was unanimously approved.

New Business:

Environmental Proposal: Don Briseldon submitted an environmental proposal to Molly that she shared with the Board for consideration. After much interest and discussion, the board decided to move this topic to the Strategic Planning group, next meeting to be scheduled, potentially exploring the option to creating a new committee to work on this initiative.

Consultant: Dick mentioned that the executive board hired an organizational assessment consultant and a report has been issued but he was not comfortable sharing the report at this time.

Strategic Plan Subcommittee Updates:

- **Programs Subcommittee** - Molly reviewed the ideas put forth last month by the Program Subcommittee. Molly and Hannah Beth, the VISTA volunteer are creating a client survey to find out what they need instead of projecting what we think they need. Molly will have the results for the March board meeting. Some of the ideas presented by the subcommittee that Molly liked were increasing food pantry sessions and adding more nutritional food. With Bettina leaving, the new chairperson of this subcommittee will be decided at the next Strategic Planning meeting.
- **Public Awareness & Communications** – (See Attached from Eileen Flockhart, subcommittee chair) Eileen put forth possible future plans of a video to highlight services and spotlighting supporters, clients and volunteers. Eileen will be meeting with Bob Glowacky on **Thurs 2/13/20** to go over ideas.

Executive Director Report:

Molly spoke of Tim Ross, the new GM at Hannaford and her interest in meeting with him, hoping to maintain our wonderful relationship.

Molly highlighted the \$1882 donation we received from Convenient MD for the flu shot campaign they held on our behalf.

Senior pantry will take place **Thursday, 2/27/20** and will have a speaker from the YMCA introducing the free activities aimed toward seniors.

Molly sent an email inviting all board members to highly recommended board development course titled Purposeful Boards, Powerful Fundraising with Chuck Loring on Saturday, 3/21/20. Molly and Heather are attending and Leah is interested and will email Molly. Anyone else, please speak with Molly.

VITA (Volunteer Income Tax Assistance) does not have volunteers for us at the center this tax season. The long term facilitator left and the connections for volunteers were lost. The new coordinator is hoping that they will be back with SVdP next tax season.

Stuff the Bus, 3/28/20, the biggest food drive of the year, will have a kick-off meeting on 2/27/20 at 6:15 pm to organize the drive. Please attend the meeting if interested.

Getting Ahead While Getting Out – Molly has reached out to Alex LaCasse, a reporter from Seacoast Media Group, to get an article into Exeter Newsletter the local paper.

Don Briseldon is coordinating with Mickey from Phillips Exeter Academy to have their finished carpentry team create new shelving to replace the bookcases in the pantry used to display produce.

4/18/20 is the Northeast Regional Meeting of SVdP in Taunton, MA.

Rick, Molly and Heather are planning to attend. Please let Molly know if you would like to go.

Fire Alarm Inspections – Paul Morin, SVdP volunteer (retired Exeter FD Lieutenant), helped SVdP pass inspection. We do need our alarm in the pantry replaced and are working to get our alarm in the pantry fixed.

Other business: Heather, Leah, Rick, Ron will not be at the next meeting.

6:25 pm - Kevin closed the meeting with a prayer.

Our next Board Meeting: Wednesday, March 11th at The Boulders Campus in RiverWoods at 5:00 p.m.