

SOCIETY OF ST. VINCENT de PAUL EXETER
BOARD MEETING – AUGUST 10, 2016
MINUTES of the MEETING

Board Members Present: Cleo Castonguay, Dwight Totten, Helen Clement,
Kevin Joyce, Rick Mahoney, Leah Grant,
Eileen Flockhart, Lorraine Stordy.

Opening Prayer: Kevin Joyce

Minutes of the Preceding Meeting: Dwight asked for clarification of dates for upcoming meetings:
September 14, 2016 – Regular Board Meeting
September 21, 2016 – Blessing and Social
(Molly and Kevin are working on this)
October 19, 2016 - - - Annual Membership Mtg.
(We are considering our options to make this special)

New Members: Maxfield Randall, William Kenny, and Danelle Pierce).
Kevin Joyce will make a courtesy follow up call to new volunteers welcoming them
and answering any questions that they might have.

TREASURER’S REPORT FOR JULY 2016

DONATIONS AND DISBURSEMENTS

During July:

- o Donations totaled \$17,315.
- o Client, Operational & Mortgage Expenditures totaled \$23,761.
- o Expenditures exceeded donations by \$6,446.

Organizations contributing this month were Catholic Relief Services Rice Bowl, National Council of SVdP Systemic Change Grant, Town of Exeter Warrant Article, Community Treasure Chest, Bob Hagan Plastering, United Way of Mass Bay & Merrimack Vly Family Fund, iGive.com, and United Way Greater Portland.

YTD expenses were 20% above and revenue 5% below last June’s YTD amounts. The revenue decline is due to the very generous grant received last year from Subaru but we are catching up. Otherwise Individual donations are down 7%. Business and Memorial donations are up. Rent/Mortgage Assistance, Auto Payments, Emergency Housing, Dental/Medical and Other Client Aid expenses were all significantly above last year’s amounts. Food purchase expense is up 6%. Auto Payments and Utility Assistance are below last year’s levels.

FUND BALANCES

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>START OF YEAR</u>
Operating Expense Funds:	\$ 13,253	\$ 15,739	\$ 66,142
Grant Project Funds:	\$ 17,135	\$ 30,280	\$ 38,290
Reserve Funds:	\$ 42,078	\$ 42,007	\$ 41,675
Mortgage Balance	\$ 236,041	\$ 236,767	\$ 144,948

The weekly cost to operate the CAC is now \$5,100 including mortgage principal payments. Donations through July averaged \$3,017 weekly. Donations until the last week in September are expected to average \$3,450 weekly assuming we obtain some much needed grants. This shortfall has reduced cash flow by \$73,706 and will

continue until we benefit from the Annual Appeal and the RiverWoods Gala. To be conservative, we are paying interest and principal on our mortgage, but not contributing an additional per month to reduce the principal.

JULY ACTIVITY

During July, St. Vincent de Paul had:

	<u>THIS MONTH</u>	<u>YEAR TO DATE</u>	<u>2015 YTD COMPARISON</u>
Client Households Served	303	1,720	-3%
New Client Households	29	195	+30%
Food Bags Distributed - Clients	3,258	19,149	-2%
Food Bags Distributed – Agencies	100	820	-52%
Total Food Bags Distributed	3,358	19,969	-6%
Meals Provided	29,103	173,065	-6%
Dental Van Clients	25	172	+45%
Dental Hygiene Clients	10	46	
Dental Client Subsidies	\$ 695	\$ 3,676	+96%
Food Purchase Expense	\$6,484	\$34,023	+6%
Rent/Mortgage Assistance	\$1,375	\$ 7,777	+154%
Utility Assistance	\$ 0	\$ 681	-69%

The food pantry saw a slight increase in activity with the implementation of the dedicated senior day.

Food was donated to the Exeter Senior Center and the Newmarket Community Food Bank. Bags per client were 11.1 as compared to 10.6 in 2015.

Food Pantry Report:

August 26 is the last, summer, weekly session for families with children. For every dollar that we spend at the Food Bank, we receive \$22 to \$25 worth of food. We are buying more food, but we are getting eggs for free. Leah continues to prepare a Market Basket Order. We also received 100 cases of food from the USDA. We seem to have some volunteers still not facing off the food in the pantry at the end of the session. Also, as a reminder, volunteers are asked not to go to the back shelving for food. Everything in the front must be gone before the food in back is put in circulation. This is done for proper rotation of dated food. Helen Clement asked about the number of weekly bags some clients take. Dwight said that the number of bags clients take has remained constant. Monday drivers to NHFB are asked to make sure that the fork lift is up and to be careful that it doesn't drag on the bottom of the van. Care must be taken when loading pallets because damage can be done to the seam on the floor of the van.

RiverWoods Gala Update - August 10, 2016

- The Save the Date was sent out in the middle/end of July. We hope to have the invitations out the week of August 22nd.
- A reminder letter was sent out to businesses and more donations have come back as a result. We are still struggling to find live auction items.
- Sponsorships have reached nearly \$40,000
 - o LECESSSE - \$10,000
 - o Community Sponsors- \$5,000
 - Honda Barn

- Partner Sponsors- \$2,500
 - Donahue, Tucker & Ciandella
 - People's United Bank
 - ConvenientMD
 - Clifton Larson Allen
 - Ziegler
 - Granite Group
- Friend Sponsors - \$1,000
 - Service Credit Union
 - Patricia Prue Foundation
 - Fred C. Church Insurance
 - Exeter Hospital
- Neighbor Sponsors- \$500
 - Optima Bank
 - Portsmouth Pediatric Dentistry
 - Cote's Auto Body
 - Exeter River Electrical Contractors
 - Mary Jo & Don Briselden
 - Harvard Pilgrim Healthcare
 - Let's Go Travel
- Gala Supporters- \$250
 - Proulx Oil & Propane
 - Denron Plumbing and HVAC
 - Malthouse Construction Co.
 - Las Olas Taqueria
 - Waddell & Reed, Inc.
 - Dunkin Donuts (Exeter)
 - BerryDunn

Live and Silent Auction Items are still needed for the Gala!!

Grant Status Report

During July, grant applications were submitted to United Way of Massachusetts Bay and Merrimack Valley, Delta Dental, Bank of America and DEW Foundation for general expenses, dental and food purchases. For the year to date, \$37,839 in grants have been received.

Bettina has completed a three day Grant Writing Course.

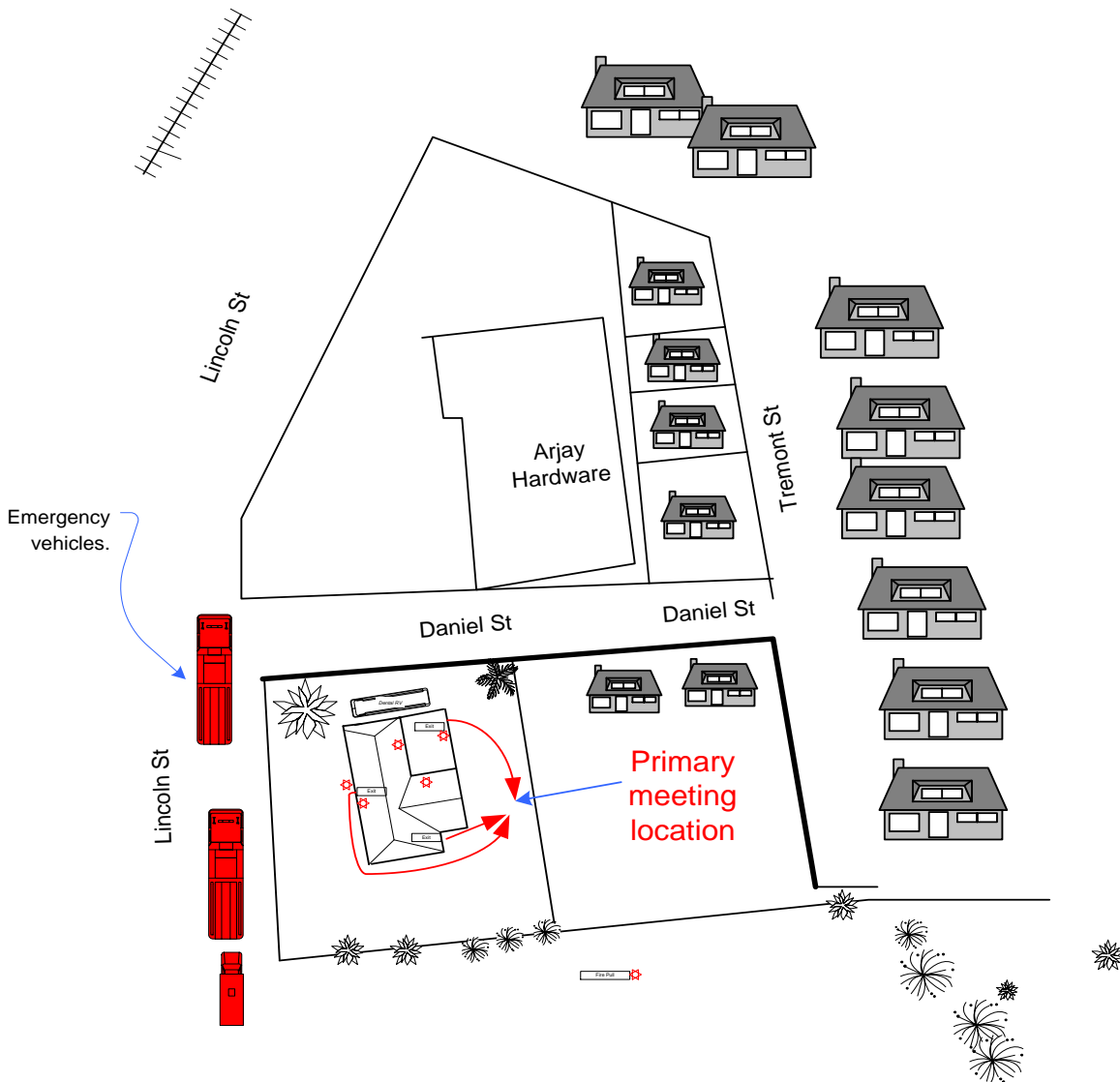
New Business

- Lincoln Street Arts Festival: The Arts Festival on Lincoln Street is a new Chamber event designed to celebrate local artists and the Lincoln Street commercial district and neighborhood. The event is scheduled for October 22. More information will follow.
- We will be experimenting with having Exeter's Community Police Officer, Bruce Page, volunteer at the Food Pantry on Wednesdays and Fridays. This will give our clients an opportunity to get to know an officer and perhaps become less fearful of encountering the police.
- A new Opioid Committee will be formed in conjunction with the Exeter Police and Exeter Hospital. More to follow.
- There was a discussion regarding a new technical service contract. The board requested more information on local references and copies of the potential contracts.
- There is a new Evacuation Plan for the CAC. Please see diagram below.
- Exeter Elms Campground has offered for our clients 2 campsites for 2 weeks. Care for the homeless is an on-going concern.
- Katelyn, our Vista employee, will be continuing with us until at least the spring of 2017.
- Alli, our volunteer schedule coordinator, will continue in this position.
- Scouting for Food: The Nov. 12, 2016 Food Drive will be more organized this year. Two packs and two troops are mapping and dividing up the towns so that all patrols will know where to go. Every street will be covered.
- After an accident involving a volunteer at the CAC, safety was discussed and emphasized.

Old Business:

- Fund Raising Board: Rick suggested a work session with the Fund Raising Board after the Gala to focus on sustainability and paying off the current mortgage.
- American Independence Day was a great success! The craft section made nearly 300 hats. The information section was not as well attended.
- SVdP two vacant board positions: Eileen will place a notice in the Bulletin and give an on-line notice to Sally. Cleo and Rick will ask a few people to see if they might be interested.
- NH Charitable Foundation meeting will be on August 31, 2016.

Closing Prayer: Kevin Joyce



Lincoln St School Parking lot
secondary meeting area



Society of St Vincent de Paul

Evacuation Plan

August 2016