

ST. VINCENT DE PAUL—Exeter

BOARD MEETING MINUTES—APRIL 13, 2016

Board Members Present: Cleo Castonguay, Helen Clement, Eileen Flockhart, Leah Grant, Kevin Joyce, Rick Mahoney, (ex officio) Molly Zirillo

Opening Prayer: presented by Kevin Joyce.

Minutes: the minutes of the meeting of March 9 were approved. It was noted that the minutes of each month's Board of Directors meeting are available via the email newsletter that is sent out periodically.

Names of New Candidates: Hannah Sloane, Kimberly Tibbetts

TREASURER'S REPORT FOR MARCH 2016

DONATIONS AND DISBURSEMENTS

During March:

- o Donations totaled \$6,074.**
- o Client & Operational Expenditures totaled \$19,485.**
- o Expenditures exceeded donations by \$13,411.**

Organizations contributing this month were Bob Hagan Plastering. United Way of Mass. Bay & Merrimack Valley and Granite United Way. The flower sale grossed \$1,320 netting \$791. We were not able to sale after the Saturday Mass as Cotter Hall was occupied by another event.

YTD expenses were 29% above and revenue 9% below last March's YTD amounts. Food Purchase, Rent/Mortgage Assistance, Emergency Housing, Dental/Medical and Other Client Aid expenses were all significantly above last year's amounts.

FUND BALANCES

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>START OF YEAR</u>
<u>Operating Funds:</u>	<u>\$ 56,217</u>	<u>\$ 69,070</u>	<u>\$ 64,032</u>

Reserve Funds:	\$ 39,405	\$ 38,461	\$ 82,064
Mortgage Balance	\$ 237,490	\$ 217,400	\$ 144,948

The weekly cost to operate the CAC is now \$5,100 including mortgage principal payments. Donations through March averaged \$1,718 weekly. Donations until the last week in September are expected to average \$3,450 weekly assuming we obtain some much needed grants. The shortfall may reduce the above fund balances by \$63,000 or more until we benefit from the Annual Appeal and the RiverWoods Gala. To be conservative at this point, we are paying interest only on our mortgage, not contributing an additional per month to reduce the principal.

MARCH ACTIVITY

During March, St. Vincent de Paul had:

	<u>THIS MONTH</u>	<u>YEAR TO DATE</u>	<u>2015 YTD</u>
<u>COMPARISON</u>			
Client Households Served	240	706	-4%
New Client Households	21	81	+29%
Food Bags Distributed - Clients	2,698	8,025	+1%
Food Bags Distributed – Agencies	106	288	-36%
Total Food Bags Distributed	2,806	8,313	-1%
Meals Provided	23,383	69,275	-1%
Dental Van Clients	22	62	+55%
Dental Hygiene Clients	5	15	
Dental Client Subsidies	\$ 246	\$ 596	+56%
Food Purchase Expense	\$7,224	\$14,577	+15%
Rent/Mortgage Assistance	\$ 500	\$ 4,432	+359%
Utility Assistance	\$ 200	\$ 276	-28%

The dental hygiene service was available 2 days during March with patient scheduling controlled by Families First after the patient first sees a dentist for evaluation.

Food was donated to the Exeter Senior Center, Cross Roads (Portsmouth) and the Newmarket Community Food Bank. Bags per client were 11.4 as compared to 10.6 in 2015.

It was noted that the total of Operating and Reserve Fund accounts is below \$100,000 for the first time in many years.

Food Pantry: Leah Grant reported that the sorting and shelving of contributions from Rotary's "stuff the bus" campaign has been completed.

Grant Report: a brief written report was provided by Bettina Rickenbach showing grants applied for (5), ones we received (2), and ones that are forthcoming (2.)

Gala Report: our Vista volunteer, Katelyn Monroe, provided a written report on the work done to date for the RiverWoods/ SVdP Gala, the theme of which is "Harvest the Hope."

New Business:

* The Exeter Chamber of Commerce will conduct a ribbon cutting at our new addition on Thursday, May 5, at 10AM. There was a discussion about names to be added to an invitation list that has already been developed.

* a Volunteer Appreciation Brunch will be held at RiverWoods on Saturday, May 14, 10AM-noon. Invitations have been sent to all our volunteers.

* the annual USPS food drive, Stamp out Hunger, will be held on that same date!

* our parking lot will be lined within the next three weeks. We will also post signs indicating that parking in the lot is for SVdP business only.

* Sandee Risner has rejoined our office staff.

* there was a discussion concerning home deliveries from the food pantry. The unanimous feeling was that there is not currently a demonstrated need for that service.

* while work is being done on the Lincoln Street water mains we are receiving our water from a temporary line that by-passes our meter.

* we received approximately \$37,000 worth of free or reduced-fee work on our new addition. Certificates of thanks and recognition have been mailed to the firms and individuals that provided those services. A copy of the certificate is in the March Newsletter.

* Molly and Katelyn are investigating a new design and a new host for our website.

* nothing to report on our proposal concerning town of Exeter welfare services.

Old Business:

- Kevin Joyce reported on the results of the survey of our volunteers. There were 60+ responses. He asked each Board member to read his written report and to respond to him with up to five ideas in response to the survey results.
- Liberty Mutual will provided eleven volunteers to us on May 12 as part of their Day of Service program.
- The Governor's Conference on Volunteerism will be held in Concord on May 24. Cleo, Bettina and Katelyn are our representatives to this point.
- Molly reported on an excellent substance abuse training session (daylong) she attended at Wentworth-Douglas Hospital.
- There was a brief discussion of unusual situations that had arisen with a small number of clients.

Closing Prayer: presented by Kevin Joyce.