

SOCIETY of ST. VINCENT de PAUL EXETER
BOARD MEETING – DECEMBER 14, 2016
MINUTES of the MEETING

Board Members Present: Molly Zirillo (ex officio), Cleo Castonguay, Dwight Totten, Helen Clement, Kevin Joyce, Leah Grant, Eileen Flockhart, Rick Mahoney, Patty Lovejoy and Dick Martell

Opening Prayer: Kevin Joyce

Approval of November's Minutes: The minutes were accepted.

New Members: Royce Cabalona, Steve Childs, Angela Daniels, Dale James, Kristina Krull, Bonita Levine, Linda Saunders, Dana Swanson

Treasurer's Report November 2016

Donations and Disbursements

During November:

- o Donations totaled \$28,568.
- o Client, Operational & Mortgage Expenditures totaled \$20,421.
- o Donations exceeded expenditures by \$8,148.

Organizations contributing this month were Exeter Woman's Club, Kensington American Legion, Amazon Smile Fdn, Fund A Need, RiverWoods Food Drive, Liberty Mutual, Next Era, St. Michael Parish, Boy & Girl Scout Troops, Seacoast School of Technology, George & Phillips Sporting Goods, Bob Hagan Plastering, FedEx and Great Western Financial. The Holiday Appeal began in late November with great initial results.

YTD expenses were 18% above and revenue 1% above last November's YTD amounts. Food purchases, Rent/Mortgage Assistance, Emergency Housing and Dental/Medical expenses were all significantly above last year's amounts. Auto Repairs, Utility Assistance and Other Client Aid are below last year's levels.

FUND BALANCES

	THIS MONTH	LAST MONTH	START OF YEAR
Operating Expense Funds:	\$ 17,181	\$ 9,406	\$ 66,142
Grant Project Funds:	\$ 12,337	\$ 11,764	\$ 38,290
Reserve Funds:	\$ 42,330	\$ 42,262	\$ 41,675
Mortgage Balance	\$ 233,072	\$ 233,851	\$ 144,948

The YTD cash flow is negative \$74,324. The RiverWoods Gala funds and anticipated December donations will result in a positive cash flow for the year. Beginning this month, we may want to consider contributing additional funds per month to reduce the principal.

November Activity

During November, St. Vincent de Paul had:

	THIS MONTH	YEAR TO DATE	015 YTD COMPARISON
Client Households Served	305	2,861	-1%
New Client Households	54	324	+8%
Food Bags Distributed - Clients	3,295	31,229	+1%
Food Bags Distributed – Agencies	144	1,284	-41%
Total Food Bags Distributed	3,439	32,513	-2%
Meals Provided	29,805	281,780	-2%
Dental Van Clients	19	260	+40%
Dental Hygiene Clients	2	84	
Dental Client Subsidies	\$ 86	\$ 5,728	+25%
Food Purchase Expense	\$4,740	\$56,466	+11%
Rent/Mortgage Assistance	\$1,000	\$11,247	+68%
Auto Repair Assistance	\$ 375	3,964	-45%

The food pantry has had an increase in activity beginning in June that was the result of the implementation of the dedicated senior day.

Food was donated to the Exeter Senior Center, Newmarket Community Food Pantry, New Generations and Cross Roads in Portsmouth. Bags per client was 10.9 as compared to 10.6 in 2015.

Food Pantry Report:

A large food donation came in from Honda Barn, McFarland Ford, Foss Motors, Exeter Subaru. We received a significant donation from Kensington Elementary school through their annual “Jingle Bell Jaunt” food drive. The Exeter HS Football team delivered the food.

Grant Report:

Bettina will be applying for the Healthcare Gives grant. This grant opportunity is a group of Seacoast medical professionals that choose a healthcare initiative every year. This year’s focus will be on “Stamping out Hunger”.

New Business:

Voice of the Poor: The advocacy arm of the Society of St. Vincent de Paul USA.

With members representing every section and demographic of the nation, we identify those issues that are critical to those living in poverty and need, and help bring attention to them so communities and our elected representatives can help develop strategies and tactics that will provide the most effective and efficient means to reduce or eliminate poverty. SVdP Exeter is looking to start a VOP committee with a board member as its leader.

Service Credit Union IT Recommendations:

Phase I- Alex from Service Credit Union (that was at CAC to perform a complete IT analysis) recommends we purchase a new server, put a firewall in place and implement a cloud based platform for backup.

Phase II- Alex recommends that we get rid of FileMaker Pro and obtain a new Windows based program since it is a custom program and will be very difficult to have anyone service it if/when problems arise.

Most non-profits spend 2% or 3% of their budget on IT needs. A motion was made to have purchase the Alex recommendations for an approximate total cost of \$5,000.

RiverWoods Gala Update:

The Gala profits yielded \$120,000. RiverWoods is accepting applications for their 2018 Gala through the end of January 2017. There may be an option for SVdP to apply again.

Fund-Raising/ Sustainability Workshop:

A Fundraising Workshop will be held for Board Members and volunteers on an agreeable Saturday, in January, from 9 to 12. Location is to at Hannaford.

On-Call Food Pantry Volunteers:

We are setting up a list of on-call volunteers who live close to the Center. There have been times when we lack a sufficient number of volunteers present to open. Rick Mahoney, Eileen Flockhart volunteered to be on call list. It is the volunteer's responsibility to find a replacement if they are not able to come for their pantry session they signed up for. They are to notify Helen C or Alli L in addition to finding a replacement.

Catholic Charities:

Cleo is meeting with Catholic Charity's Fr. Mahoney to see if there is an opportunity for collaboration for Substance Misuse programing. Exeter Hospital is offering a Suicide Prevention grant. Cleo said Exeter Hospital will allow us to apply because Substance Misuse is a contributing factor to suicide.

Prisoner Release Program:

Paul M and Andrea R are working closely with an inmate at Rockingham County Jail who will be released 12/26/16.

Dental Van Mobilization:

We have a quote from Al's Automotive for \$20,336.78 for repairs needed in order to make the RV road ready. Al's Automotive will pick up the RV on 12/16/16 to begin repairs. We will be closed for holidays on 12/23/16 and 12/30/16. We hope to have the dental van back from Al's for the dental session on 1/6.

Christmas Trolley:

Dec. 9, 2016 trolley night was very successful. We had Mr. and Mrs. Claus here at the Center giving out donated toys. We were able to welcome in a lot of young families that would not otherwise come to the Center.

Fresh Produce Deficiency:

We have inconsistent supply of produce during the winter period. Bettina advised it is too late in the season to apply for a potential funding from a grant for produce. Despite the lack of fresh produce in the pantry our budget will not permit to purchase fresh produce. Cleo plans to check

with Hannaford to verify we will be receiving produce. Leah is going to inquire at Shaw's to see if produce donations are a possibility.

December Senior Food Pantry:

12/23/16 is the next Senior Food Pantry. We will have REAP come as a service provider available to seniors.

Auto Fair Nissan:

"Thanks for Giving" sales promotion that SVdP Exeter was designated the beneficiary to, we have not heard the results from the event to date.

Exeter Running Club/ Exeter YMCA :

"Thanks for Giving" 5K/10K on 11/24/16 had over 700 runners. SVdP and YMCA will benefit from a portion of the proceeds. We have yet to hear how much the event yielded.

Community Service Days:

Claire manages teams from, Well Sense – November 15; Garnet Hill, November 29; RiverWoods Marketing Team, Dec. 20.

Closing Prayer: Kevin Joyce