

**SOCIETY OF ST VINCENT DE PAUL—Exeter**  
**BOARD MEETING MINUTES—OCTOBER 12, 2016**

Board Members Present: Cleo Castonguay, Helen Clement, Rachael Ela, Eileen Flockhart, Leah Grant, Kevin Joyce, Rick Mahoney, Dick Martell, Dwight Totten, (ex officio) Molly Zirillo. Dick Martell was introduced as a new member of the board.

Opening Prayer: presented by Kevin Joyce.

Minutes: the minutes of the meeting of September 14 were approved as presented.

New Volunteers: the names of James Dale, Angela Daniels, Kristina Krull, Bonita Levine, Patricia Daniels Mueller and Julia Schultz were presented as prospective volunteers, who will have their orientation on October 26.

**TREASURER’S REPORT FOR SEPTEMBER 2016**

**DONATIONS AND DISBURSEMENTS**

During September:

- o Donations totaled \$28,577.
- o Client, Operational & Mortgage Expenditures totaled \$21,985.
- o Donations exceeded expenditures by \$6,593.

Organizations contributing this month were Exeter Country Club. Stratham Community Church, St. Michael Church, Churchill’s Garden, Delta Dental Grant, NH Charitable Foundation, Bernier Corporation and Bob Hagen Plastering. The SVdP Annual Appeal has collected \$25,438 so far and remains open through October.

YTD expenses were 23% above and revenue 11% below last September’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**

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>START OF YEAR</u>
Operating Expense Funds:	\$ 9,357	\$ 7,953	\$ 66,142
Grant Project Funds:	\$ 13,151	\$ 8,972	\$ 38,290
Reserve Funds:	\$ 42,191	\$ 42,148	\$ 41,675
Mortgage Balance	\$ 234,584	\$ 235,313	\$ 144,948

Thanks to grants received in September and the Annual Appeal, the YTD cash flow has improved to a negative \$81,400. The RiverWoods Gala funds may not be received until December which is a concern for general operating expenses and food purchase expense without using reserve funds. To be conservative, we are paying interest and principal on our mortgage, but not contributing an additional per month to reduce the principal.

Grants received in September are for the dental program and clients experiencing financial emergencies.

### SEPTEMBER ACTIVITY

During September, St. Vincent de Paul had:

	<u>THIS MONTH</u>	<u>YEAR TO DATE</u>	<u>2015 YTD COMPARISON</u>
Client Households Served	261	2,318	0%
New Client Households	25	245	+18%
Food Bags Distributed - Clients	2,733	25,403	0%
Food Bags Distributed – Agencies	80	936	-51%
Total Food Bags Distributed	2,813	26,339	-3%
Meals Provided	24,379	228,271	-3%
Dental Van Clients	26	219	+51%
Dental Hygiene Clients	10	70	
Dental Client Subsidies	\$ 637	\$ 4,945	+43%
Food Purchase Expense	\$8,419	\$48,807	+18%
Rent/Mortgage Assistance	\$ 970	\$ 9,747	+91%
Auto Repair Assistance	\$ 63	\$ 3,589	-10%

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 and Cross Roads in Portsmouth. Bags per client was 11.0 as compared to 10.6 in 2015.

**Food Pantry:** Leah Grant reported that we received a significant supply of canned goods from the Seacoast Family Food Pantry from their surplus. We will also receive a USDA shipment on October 13. After recent retail purchases, Leah does not anticipate having to buy anymore supplies or food until January 2017.

**Gala Report:** on behalf of Katelyn Monroe, Molly Zirillo reported that both ticket sales and sponsorships for the 2016 Gala are ahead of the previous Gala in 2014. The board discussed the best ways to acknowledge the great work that RiverWoods staff, particularly Penny Teodorczyk and Nancy Smath, do for this event. It was decided to do something quietly, rather than publicly on the night of the Gala.

**Grant Report:** a written report was provided by Bettina Rickenbach showing great success for the year 2016: to date over \$42,000 in grant funds received. The Board approved the request to the Eventide Foundation.

### **New Business:**

- The topic of the starting time of monthly Board meetings was discussed. It was agreed to try a 5PM starting time, beginning with the January 11, 2017 meeting.

- A session to plan for the (November 9) Annual Business Meeting will be held on Tuesday, October 18, at 10AM at the YMCA. The Annual Business Meeting will be held 11/9/16 from 6-7:30 pm.
- The October (10/27) Senior Food Pantry session will include a pharmacist from Hannaford to answer questions.
- Cleo and Molly will attend the November 11 meeting of the NH Oral Health Coalition.
- The winter weatherization of the Center is being undertaken with Cleo in the lead with volunteer Norm Gosselin.
- There was brief discussion of winter plans for plowing and shoveling. Bell and Flynn will continue to do the plowing, gratis. The shoveling of our sidewalks and paths will be taken care of by Peter Taylor of Anchor Management, who also has not charged us in the past. Cleo will confirm this winter's plan and schedule with Peter.
- The Center's snow closure policy was confirmed: when SAU schools are closed, we are closed!
- It was decided not to have a holiday event for volunteers this year, because turnout in recent years has been low. We will try other events during the year to acknowledge and entertain our volunteers.
- The Center will be part of the Chamber's Christmas Trolley on Friday evening, December 9.

#### Old Business:

- We are checking on insurance matters before completing negotiations with Harbor Homes of Nashua for the leasing of the dental van.
- Still no progress on filling a final vacancy on the Board.
- There was a report on Officer Page's first experience participating at the food pantry. It was decided to continue this experiment.
- We were reminded of the Lincoln Street Arts Festival on Saturday, October 22 from 10am-2 pm, of which we are a central piece. SVdP will be holding a raffle, 50/50 and have a concession stand. Claire Ruocco is the lead volunteer on this event.
- Cleo reported on the progress of establishing an Exeter Coalition on Substance Abuse among SVdP, Exeter Hospital and the Exeter Police Department.
- It was reported that we have paid a final month's fee for the storage unit discussed last month. The Knights of Columbus will help us clean out the unit 10/28/16.
- Our in-house computer system is in very bad shape; probably more than Susan Scannell of Helpware can overcome. We decided to be in touch with CTAC, the non-profit group that has worked on our computers before, to see if they can help us get access to our server. More to come!
- Cleo told us that the segment that SVdP national filmed here recently for EWTN will be part of a series that will begin to run in March 2017. Stay tuned.

Closing Prayer- Kevin Joyce