

THE MINISTRY OF CARING INC.



**Board of Directors**

**MINUTES**

Thursday, May 21, 2015, 7:30 p.m.

Andrisani Bldg., 6<sup>th</sup> & Scott Sts.

Members present: Frank Modesto, Pres., Greg Varallo, Esq., Vice Pres., Chris Griffiths, Sec'y, Tom Sweeney, Esq., Treas., Barbra Andrisani, The Hon. Jim Baker, Colm Connolly, Esq., Rick Gessner, Connie McCarthy, Marilyn Monahan, Fr. Nick Mormando, OFM Cap., Br. Rudolph Pieretti, OFM Cap., Bill Popeo, Mark Reardon, Esq., Maureen Rhodes, Eileen Schmitt, MD, Joe Yacyshyn, The Hon. Bob Gilligan (via phone)

Members excused: Anthony Alfieri, CPA, Mati Buccini, Chip Connolly, Esq., The Hon. Kent Jordan, The Hon. Ted Kaufman, Fr. Francis Sariego, OFM Cap., Al Wells

**1) Approval of Minutes of March 19 meeting (posted on website)—Frank Modesto, President**

A motion was made by Chris Griffiths, Esq., to approve the minutes as presented. Eileen Schmitt, MD, seconded. All in favor; none opposed; motion carried.

**2) Finance Committee Report—Jon Moll, CPA, Belfint, Lyons & Shuman, PA, Tom Sweeney, Chair, Mark Poletunow, Deputy Director and Keith Dorman, CFO (filed with minutes)**

Frank Modesto introduced Jon Moll, CPA, from Belfint, Lyons & Shuman, PA, who assisted Tom Sweeney, Esq., Keith Dorman, CFO and Mark Poletunow, Deputy Director, in presenting the Finance Committee report.

The board thanked Jon Moll, CPA for his participation and he departed.

- ◆ Income Statement through March 31, 2015 was presented
- ◆ Balance Sheet January through March 2015 was presented.
- ◆ Merrill Lynch Investment Account was presented.

**3) Sacred Heart Village II, 625 E. 10<sup>th</sup> St.—Br. Ronald**

An update was presented.

**4) Review of Property—Br. Ronald**

**◆ Ministry of Caring Building (former St. Patrick's House), 115 E. 14th St.—Br. Ronald**

Contractor: CH & E

Architect: Paul Checco, AIA

Colonial Parking lot – 26 spots (for 5 years) – 16<sup>th</sup> & King Streets

**5) Planned Giving—Sr. Peggy Mahoney, RSM**

Sr. Peggy handed out a document listing recent bequests we've received. She encouraged board members to think about anything they might be able to do regarding Planned Giving.

The board thanked Sr. Peggy for her time.

**6) Village of St. John—Danielle Sullivan, Consultant (Report filed with minutes)**

✦ Low Income Housing Tax Credits (LIHTC) Application submitted 4/30/15

Br. Ronald thanked Danielle and the committee for submitting the many documents needed for this application.

**7) Development Committee—Barbra Andrisani, Chair & Priscilla Rakestraw, Development Director**

Barbra Andrisani expressed hope that the board members had called or written to thank donors on the list she handed around at the last meeting.

• Legacy of Giving—Priscilla Rakestraw

Priscilla is putting together a committee of about 20 people to talk about not only the donors we have, but donors we need. She is hoping to make personal visits to identify donors.

• Soliciting Major Donors

There will be a new focus on Corporate donors and partnerships.

Priscilla asked board members to share their thoughts, and appreciates everyone's help in these efforts.

**8) Human Resources Committee meeting to review Personnel Policies**

Marie Keefer, Deputy Director, has been meeting with the staff and a meeting of the Board HR Committee will be called. It's been a few years since these policies were updated.

**9) Upcoming Events—Priscilla Rakestraw presented these items.**

There being no further business to come before the Board, the meeting was duly adjourned.