

THE MINISTRY OF CARING INC.



Board of Directors

MINUTES

Thursday, September 24, 2015, 7:30 p.m.

Members present: Frank Modesto, President, Greg Varallo, Esq., Vice President, Chris Griffiths, Esq., Secretary, Anthony Alfieri, CPA, Mati Buccini, The Hon. Bob Gilligan, The Hon. Kent Jordan, The Hon. Ted Kaufman, Paul King, Ed.D., Connie McCarthy, Marilyn Monahan, Fr. Nick Mormando, OFM Cap., Br. Rod Pieretti, OFM Cap., Bill Popeo, Maureen Rhodes, Joe Yacyshyn

Members excused: Tom Sweeney, Esq., Treas., Barbra Andrisani, Chip Connolly, Esq., Valerie Biden Owens

Br. Ronald introduced Pete Kennedy, who was present to take pictures of the board.

1) Approval of Minutes of May 21 meeting (posted on website)—Frank Modesto, President

A motion was made by Marilyn Monahan to approve the minutes as presented. Anthony Alfieri, CPA, seconded. All in favor; none opposed; motion carried.

2) Finance Committee Report—Mark Poletunow, CFO

◆ Mr. Poletunow reviewed the Corporation's financial statements with the Board and pointed out several specific items in the balance sheet and income statement.

◆ Report by Connie McCarthy & Joe Yacyshyn (on behalf of Tom Sweeney, Esq., Treas.) In the absence of Finance Committee Chair Tom Sweeney, Esq., Connie McCarthy and Joe Yacyshyn presented a report from the August 5 committee meeting.

Connie McCarthy also reported that the 2016 budget will be presented at the November board meeting.

◆ Investment Account was reviewed.

Preliminary 2016 Budget was submitted to Finance Committee—Mark Poletunow

3) Audit Committee—Anthony Alfieri, CPA, Chair

◆ 2014 Audited Financial Statements were reviewed.

4) Sacred Heart Village II, 625 E. 10th St.—Br. Ronald

• Review of Pictures Demonstrating the progress of the construction—the third floor is done and they will put the roof on next week.

5) Ministry of Caring Building (former St. Patrick's House), 115 E. 14th St.

Br. Ronald showed pictures of the project. This will be a handicap-accessible administrative building.

◆ Colonial Parking lot – 26 spots – 16th & King Streets

◆ We will set the date for the dedication.

- Added extension for staircase and elevator
- Replacement of enclosed porch on second floor
- New windows throughout building
- Power-wash and repointing of brick

6) Village of St. John—Mayor Jim Baker, Chair, Feasibility Committee & Danielle Sullivan, Consultant

◆ Low Income Housing Tax Credits (LIHTC)—reapplying in April 2016.

◆ Re-zoning hearing December 15, 6:30 pm, City/County Building.

7) Advancement Committee—Maureen Rhodes, Vice Chair & Priscilla Rakestraw, Development Director

● Gathering at Maureen and Michael Rhodes' Home for Major Donors, November 12. This is a thank-you party, and will not be introducing any funding projects. This is also an opportunity for board members to chat face-to-face with major donors.

Priscilla Rakestraw thanked Maureen and Michael.

● Soliciting Major Donors & requesting leads for grant proposals

Priscilla wrote to donors over the summer and was pleased with the response. She asked board members to suggest any names or opportunities to request grants.

● Eleganza 2015 is the next event coming up. Two hundred additional people were added to the mailing list. She spoke about the special raffle for a lease of a 2016 Cadillac ATS. Priscilla thanked Connie McCarthy and the ad book committee. The goal is to double the size of the program book. Priscilla asked board members to consider taking an ad for their organization. Sponsorship solicitation letters will be mailed tomorrow. The event benefits our Hope House I, II & III emergency shelters and Job Placement Center. Priscilla asked members to pass along invitations and sell raffles. So far, Br. Ronald has sold the most.

The AIDSWalk is coming up, as well as the live streaming of the Papal Mass, prior to the International Night Dinner, which is nearly sold out.

● Honorary Chair(s) needed for Voices of Caring—this important event helps to fund our child care programs.

Connie and Pete McCarthy are among our honorees for the Recognition Dinner in January.

8) Human Resources Committee meeting to review Personnel Policies—Maureen Rhodes, Chair

The committee is working on the revisions and hope to have them completed by November.

9) Nominating Committee is preparing for November elections

✦ Five members' terms are expiring November 2015

The Committee shall review each members' participation and make recommendations for new members. Chip Connolly, Esq., will convene a meeting of the committee in mid-October.

10) Grant Proposals—Mark Poletunow

✦ Delaware State Housing Authority Housing Development Fund Proposal

Request for ratification of Executive Committee's approval to submit letter with the application made on 9/11/15 for Rapid Re-Housing.

The executive committee approved this request, and ratification from the entire board is needed. A motion was made by Greg Varallo, Esq., to approve this request. Joe Yacyshyn seconded. All in favor; none opposed; motion carried.

✦ Grant-In-Aid Requests FY2017

Amounts requested will remain the same as FY2016:

Joe Yacyshyn made a motion to approve these requests. Rick Gessner seconded. All in favor; none opposed; motion carried.

11) Strategic Planning Committee

The agenda will be reviewed at the November board meeting.

12) Distribution of Annual Report—Debbe Philips, Chief of Staff

13) Upcoming Events—Priscilla Rakestraw, Development Director

- AIDSWalk, Sat., **Sept. 26**, Riverfront
- Streaming of Pope Francis' Mass, Sun., **Sept. 27**, 3:30 FXN (preceding International Night)
- Eleganza, Wed., **Oct. 21**, 11:30 am, Wilmington Country Club, Honorary Chairs: Tracy Crowley, Midge Pettinaro and Cindy Wilkinson; Co-chairs: Lynn Mineo & Robin Richman
- Thank You to Major Donors Event, Thurs., **Nov. 12**, 6 pm, hosted by Maureen and Michael Rhodes
- Annual Combined Boards Meeting, Thurs., **Nov. 19**, 5:30 FXN (5pm Mass)
- Voices of Caring, Sat., **Dec. 5**, University & Whist Club
- Benefactors' Holiday Party, Thurs., **Dec. 17**, FXN

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