

THE MINISTRY OF CARING INC.



Board of Directors

Corporate Board Minutes

Thursday, May 17, 2018, 7:30 p.m.

Ministry of Caring Building

Members present: Greg Varallo, Esq., Pres., Maureen Rhodes, Sec'y, Rick Gessner, Treas., Anthony Alfieri, CPA, Barb Andrisani, Chip Connolly, Esq., The Hon. Bob Gilligan, The Hon. Kent Jordan, The Hon. Ted Kaufman, Paul King, Ed.D., Dr. Garrett Lyons, Connie McCarthy, Frank Modesto, Br. Rod Pieretti, OFM Cap., Bill Popeo, Tara Quinn, Mark Reardon, Esq., Michael Rickert

Members excused: Mati Buccini, The Hon. Colm Connolly, Marilyn Monahan, Al Wells

Opening Prayer: Mark Reardon, Esq.

1) *Approval of Minutes of March 15, 2018 meeting — Greg Varallo, President*

A motion was made by Tara Quinn to approve the Minutes as presented. Chip Connolly seconded. All in favor; none opposed; motion carried.

2) *Village of St. John—Br. Ronald*

- Comprehensive Summary
Br. Ronald reviewed this report.

3) *Pierre Toussaint Dental Office slated to reopen May 21—Br. Ronald*

- Brother Ronald updated the Board on the new staff of the dental office.

4) *Finance Committee Report—Rick Gessner, Treas./Bill Hayes, Deputy Director & CEO*

◆ Financial Reports

Mr. Hayes presented the financial report and reviewed the first quarter's financial statements.

5) *Property—Br. Ronald*

- 1000 2nd Street
Br. Ronald explained that this building was purchased in order to support the Emmanuel Dining Room West.
- Proposed donation of 403 N. Washington St. (attached to Josephine Bakhita House)

The landlord is proposing this donation. The large house had been made into three apartments. It is in need of renovation. Br. Ronald will share some ideas at the next meeting, assuming the donation goes through.

6) Sacred Heart Village II—Br. Ronald

Br. Ronald gave an update on the status of this project.

7) Slate Roof on the Francis X. Norton Center and Sacred Heart Oratory—Br. Ronald

Renovations will be underway shortly

8) Capital Campaign for MOC infrastructure—Br. Ronald

Some of MOC's buildings are 41 years old.

Badly needed renovations of Hope House II have commenced.

9) Proposal to State of Delaware to create a Drop-in Center —Chaz Enerio, Esq.

In response to an RFP, we applied for a grant to provide a drop-in center.

10) HUD Defunded House of Joseph Transitional Residence—Br. Ronald, John Bates, Deputy Director & Chaz Enerio, Deputy Director

- Residence closed on April 30—John Bates
- Request for Board approval to make application to convert HOJ TR into permanent supportive housing—Chaz Enerio, Esq.

A motion was made by Rick Gessner to approve the resolution; Garry Lyons seconded. All in favor; none opposed; motion carried.

11) Resolution authorizing the Board President and Executive Director to approve applications for annual grants whose due dates fall between Board meetings

Mark Reardon made a motion to approve the resolution to authorize the President and Executive Director to approve regular annual grant applications on the Board's behalf. Anthony Alfieri seconded. All in favor; none opposed; motion carried.

12) Ratification of Approval of FSCAA Grant Proposal Resolution

A motion was made by Chip Connolly to ratify approval of the First State Community Action Agency grant proposal, the due date for which fell in between Board meeting dates. Connie McCarthy seconded. All in favor; none opposed; motion carried.

13) Matching Grant Opportunity from DANA for Board Workshops

Laffey-McHugh Foundation provided DANA with a grant for workshops for Board members. Br. Ronald and Board members expressed appreciation to Laffey-McHugh for this opportunity.

14) MOC Organizational Chart (filed with Minutes)—Br. Ronald

Br. Ronald reviewed the chart.

15) Advancement Committee—Barb Andrisani

The committee will meet on June 5.

- Report from Staff Development Team—Priscilla Rakestraw, Director of Development and Cindy Gamble, Planned Giving & Data Base Manager
- Planned Giving—Cindy Gamble
Cindy passed out some statistics which were prepared for the upcoming Advancement Committee meeting.
- Direct mail
Selection for the direct mail coordinator has been narrowed down to two vendors. A test mailing will be implemented.
- Legacy of Giving
This program of regular donors continues, and Cindy and Priscilla are working on expansion. Priscilla thanked Board members who participate and asked others to consider donating to Legacy of Giving.

Priscilla handed out invitations to the Recognition Banquet, which honors several individuals/organizations who volunteers. Priscilla gave a summary of each of the honorees for this year.

The monthly International Night, also benefiting EDR, will feature Greek cuisine in May.

The book-signing at Raskob was well attended. There were copies available of “40 Years of Hope & Charity”.

Priscilla highly recommended the Guild Crab Feast event.

16) Audits—Bill Hayes

Annual Audit of MOC has commenced – Bill Hayes reported that the auditors are about three weeks into the audit review.

17) Improved Criminal Code SB-209—Chaz Enerio

MOC was asked to write a letter of support in favor of the amended criminal code.

Mark Reardon recommended presenting the issue to the Advocacy Committee.

18) Delaware Stars Program awarded Child Care Center with 5 Stars

All three child care programs now have a “5 Star” rating by the Delaware Stars Program.

19) Old Business

Collaboration between the Advancement Committee and the Strategic Planning Committee has commenced.

20) Upcoming Events—Priscilla Rakestraw reviewed the calendar

There being no further business, the meeting was adjourned at 8:45 pm.

Respectfully submitted,
Deborah L. Philips