

THE MINISTRY OF CARING INC.



Board of Directors

CORPORATE MINUTES

Thursday, September 20, 2018, 7:30 p.m.

Ministry of Caring Building

Members present: The Hon. Jim Baker, Vice Pres., Rick Gessner, Treas., Anthony Alfieri, CPA, Barb Andrisani, Mati Buccini, Chip Connolly, Esq., The Hon. Kent Jordan, The Hon. Ted Kaufman, Paul King, Ed.D., Bill LaFond, Garry Lyons, DDS, Connie McCarthy, Frank Modesto, Br. Rod Pieretti, OFM Cap., Bill Popeo, Mark Reardon, Esq.

Members excused: Greg Varallo, Esq., The Hon. Colm Connolly, The Hon. Bob Gilligan, Marilyn Monahan, Valerie Biden Owens, Tara Quinn, Maureen Rhodes, Sec'y, Mike Rickert, Al Wells

1) Approval of Minutes of May 17, 2018 meeting — Mayor Baker, Vice President

A motion was made by Mark Reardon to approve the Minutes as presented. Rick Gessner seconded. All in favor; none opposed; motion carried.

2) Village of St. John—Br. Ronald

Br. Ronald reported that the project is 40% completed and is on target for completion in April 2019.

3) Finance Committee Report—Rick Gessner, Treas. & Bill Hayes, Deputy Director/CFO (filed with Minutes)

Rick Gessner reported that the committee had met last week to review the current financial reports, as well as the draft 2019 operating budget.

◆Financial Reports—Bill Hayes reported the Second Quarter 2018 and the Proposed 2019 Operating Budget

A motion was made by Anthony Alfieri, CPA, to approve the 2019 budget as presented. Bill Popeo seconded. All in favor; none opposed; motion carried.

4) Audit Committee Report—Anthony Alfieri, CPA

The auditors gave an unqualified and unmodified opinion.

A motion was made by Anthony Alfieri to approve the audit report. Ted Kaufman seconded. All in favor; none opposed; motion carried.

Mark Reardon expressed gratification to the Finance office for once again receiving a good audit report in what is a complex system of intracompany accounting. Mayor Baker agreed.

5) Property

- 1000 2nd Street—Br. Ronald
- To serve the needs of Emmanuel Dining Room West

This will allow EDR to move the garbage bin storage and collection area.

- Demolition completed
- Architectural Plans designed

- Donation of 403 N. Washington St. (next to Josephine Bakhita House)

The building is structurally sound. MOC would like to merge the two properties into one property and include an elevator.

- Brandywine Partners – proposal to develop 93 units of low- to moderate income senior housing in Old Brandywine Village—Br. Ronald

Properties were identified to offer to purchase and develop. MOC was asked to sponsor this project.

Br. Ronald recommended forming a feasibility committee to investigate this proposal.

A motion was made by Anthony Alfieri that a committee be formed to look into the possibility of developing affordable housing in Old Brandywine Village. Rick Gessner seconded. All in favor; none opposed; motion carried.

- RFP to purchase Parking Lot at 15th & King Sts.—Br. Ronald
- Fr. Klein, the pastor of St. Patrick's Church is worried because the parking lot across from our buildings is for sale. He would like to apply for a grant for St. Patrick's to purchase, and we would assist him in writing the grant. Fr. Klein is looking for a real estate agent to negotiate pro bono.

6) Dept. of Health & Social Services Emergency Housing Proposal—John Bates

John Bates explained that the State Services Centers approached us because they are interested in partnering with us to offer emergency shelter with supportive services.

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

- Work Completed
- Blessing of the Roof Sunday, November 25

8) Capital Campaign for MOC infrastructure - \$2.5 million—Br. Ronald

Badly needed renovations of Hope House II in progress

Br. Ronald commended Anthea Piscarik, Grant Coordinator, and the development team for their efforts in raising this money.

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

Chaz Enerio reported on the proposal staff was working on in May. We were notified that we were not awarded that proposal.

10) HUD Defunded House of Joseph Transitional Residence \$302,478—Br. Ronald.

- Appeal was denied
- Residence closed on April 30. John Bates did a great job in ensuring no one was displaced. However the training program, which was a wonderful opportunity for employment, ceased and had a ripple effect on MOC's staffing.

- Application was made to DSHA National Housing Trust Fund to convert HOJ TR into permanent supportive housing

MOC also applied to HUD for House of Joseph Residence to become Permanent Supportive Housing (PSH). This program was placed in Tier 1.

11) Ratification of Approval of DSHA Home4Good Grant Proposal Resolution (please refer to Tab #5)

Br. Ronald explained that this grant and Grant-in-Aid (item #13) were approved over the summer, and ratification is requested for both proposals.

A motion was made by Anthony Alfieri to ratify the applications of DSHA Home4Good and Grant-in-Aid proposals. Bill Popeo seconded. All in favor; none opposed; motion carried.

12) Strategic Planning Committee Report—The Hon. Kent Jordan, Chair

Judge Jordan thanked committee members for attending the meeting on September 10.

Three criteria the committee identified when opportunities arose:

- 1) Does it satisfy an unmet need?
- 2) Is there money available?
- 3) Is this project sustainable?

The committee was in agreement that the Board functions most effectively through committees.

A discussion on succession planning was also initiated.

Br. Ronald and Judge Jordan agreed that it was a good meeting, and the committee will meet again in November.

13) Board Resolution for Grant-in-Aid Request FY2020 (please refer to item #11)

14) Nominating Committee—Chip Connolly, Esq.

Chip Connolly announced that elections would take place at the Annual Meeting in November, and asked that any suggestions for membership be referred to Br. Ronald or him.

15) Upcoming Events—Priscilla Rakestraw

- Eleganza, **Sept. 26**, 11 am to 2pm, Hotel duPont, Co-chairs: Janet Killian & Robin Richman. This event is almost sold out. Beth Buccini will present fashions and Michael Christopher is the honorary chair.
- Tribute to Bishop Malooly, Wed., **November 7**, Hotel duPont, 6:00 pm, Honorary Chairs: Mary & Rocco Abessinio; Chair: Marilyn Monahan. Goal is \$250,000. Priscilla Rakestraw passed out extra invitations for board members' personal distribution.
- Annual Combined Boards Dinner Meeting, Thurs., **November 15**, FXN 5:00pm Liturgy, 5:30pm Meeting
- Blessing of SHO Roof, Sun., **November 25**, 9:00 am
- Voices of Caring, [please note change]: **Sunday, December 2, University & Whist Club**, 11 am; Chair: Chris Meyer

- Benefactors Holiday Party, Thurs., **December 6**, Francis X. Norton Ctr, 5-7pm
- Santa Row, Sat., **December 8**, 9:00 am, Wilmington Rowing Club

Ms. Rakestraw expressed appreciation to the board for their support in raising needed funds.

Ms. Rakestraw announced that Br. Ronald was chosen as Man-of-the-Year by the Christopher Columbus Monument Committee.

Connie McCarthy asked board members to support Eleganza by contributing toward the Board of Directors ad in the program book. Ms. Rakestraw praised Ms. McCarthy's phenomenal job as head of the ad committee.

Judge Jordan departed.

16) Sacred Heart Village II Status—Chaz Enerio, Esq.

Mr. Enerio gave a status report on the Sacred Heart Village II closing.

There being no further business, the meeting was adjourned.

Respectfully submitted,
Deborah L. Philips
Parliamentarian