

THE MINISTRY OF CARING INC.



Board of Directors

MEETING

Corporate Board Minutes

Thursday, May 19, 2022, 7:30pm via Zoom

Attendance Confirmed: Mayor James Baker, Pres., Mark Reardon, Esq., Vice Pres., The Hon. Kent Jordan, Sec'y, Bill LaFond, Treas., Mark Calandra, Chip Connolly, Esq., Rick Gessner, The Hon. Bob Gilligan, The Hon. Ted Kaufman, Brian King, Brendan Kennealey, Dr. Garry Lyons, Connie McCarthy, Megan McGlinchey, Frank Modesto, Marilyn Monahan, Danielle Nowaczyk, Esq., Kimberlee Orth, Br. Rod Pieretti, OFM Cap., Tara Quinn, Mike Rickert, John Sullivan, John Sweeney, Synquette Wilks

Members excused: Dr. David Hack, Greg Varallo, Esq.

Welcome: A warm welcome to Megan McGlinchey to her first Board meeting. She joins other new members of 2022: Brendan Kennealey, Brian King, Danielle Nowaczyk, Esq., and Synquette Wilks, who were welcomed at the March 17 meeting

1) Approval of Minutes of March 17, 2022, meeting—Jim Baker, President

A motion was made by Bill LaFond to approve the minutes as presented. Chip Connolly seconded. All in favor; none opposed; motion carried.

2) Villa Maria— Br. Ronald

● Delaware State Housing Authority (DSHA) has received a total of six (6) applications for 9% for 2022 Low-Income Housing Tax Credit (LIHTC) program (please see DSHA chart)

● We are hoping that the Governor and Secretary of DSHA Eugene Young look favorably on our application that is being reviewed for the third time. We should hear officially before July 4th.

● If we receive the LIHTC, then we will proceed, along with HUD grant, to make initial settlement.

● We have chosen Kevin Wilson and Chris Moseder as our architects, and we are waiting until we receive firm commitment from LIHTC before selecting a contractor.

- We have a commercial property and we're seeking a tenant who will bring quality of life, not only to the neighborhood, but to our residents, such as a café, luncheonette, etc.

3) Finance Committee Report—Bill LaFond, Chair & Karen Smith, CPA, CFO, Deputy Director

- Financial Statements for the period ending March 31, 2022, were reviewed.
- Merrill Lynch Portfolio Report as of April 30, 2022, was reviewed.
 - RFP for wealth management – Frank Modesto
Frank and his partner will be working on this over the summer

A motion was made by Chip Connolly to accept the Finance Committee report as presented. Tara Quinn seconded. All in favor; none opposed; motion carried.

4) Advancement Committee Report—Priscilla -Rakestraw, Deputy Director of Development

- 45th Anniversary Celebration. Details to follow.
- Report on the Annual EDR Auction, Sunday, April 24, 2-6pm, Barclays Bank – Priscilla Rakestraw
- Sale of EDR Raffle Tickets, Wednesday, June 15 – Priscilla Rakestraw
Priscilla will be in touch with all board members to assist with sales.
- Benefit concert by Br. Alessandro from Italy
 - Honorary Chair: Bernadette Buccini
 - Details to follow
- Legacy of Giving – Priscilla Rakestraw
We initiated this development tool several years ago for those who would like to provide donations on a regular basis.
- Wills, Estates, etc. – Priscilla Rakestraw
With every publication and event, we wish to remind everyone to remember us in their will or make a tax-deductible donation to leave a lasting legacy to the Ministry of Caring.

5) Continuum of Care and House of Joseph II—Br. Ronald

- Ad Hoc Committee is meeting tomorrow to discuss next steps.

6) Property—Br. Ronald

Distribution Center – Br. Ronald

Distribution Center on 1410 N. Claymont Street was destroyed in the flood and after careful review, the Board approved putting the building up for sale.

The Management Team would like to reverse the decision of selling the Distribution Center and instead retaining it.

A motion was made by Judge Jordan to approve the decision to renovate the Distribution Center, rather than selling it. Connie McCarthy seconded. All in favor; none opposed; motion carried.

Property available – Br. Ronald & Rick Gessner

We were offered through the Land Bank to visit a property in the city that was originally a mass bakery where carriages would pick up the baked goods and distribute to local dealers. Later, it became a repair shop for trains. It has been abandoned for several years and it was owned by the City of Wilmington and turned over to the Land Bank.

As decided at our last meeting, we have created a Feasibility Committee to ensure that we're moving in the right direction and presenting the board a full report on the creation of an additional senior housing project. This committee is being organized and will give a full report to the board at its September meeting.

Bundled Projects – Br. Ronald

Our architect is Kevin Wilson, and our contractor is Domus. Our in-house real estate and construction manager overseeing the jobs is Matt Martelli

■ 1000 W. 2nd Street – **Mary Collings House**

- To chiefly serve the needs of Emmanuel Dining Room (EDR) West and provide a one-bedroom unit on the upper floor. The major reason for acquisition of this property is to move the garbage/recycling from the front of EDR to a covered area on Pleasant Street for garbage/recycling pickup. EDR accumulates such an abundance of garbage through its operations that it is a hazard to keep the garbage/recycling in the front of the building.

■ 403 N. Washington St. – **Paul VI House**

- To provide additional housing for the Sisters of Our Lady of Good Health, who will now be able to increase from four to five. The existing residence on 9th and Madison streets will provide housing for five additional sisters from a new community of religious sisters, the Franciscan Sisters of the Infant Jesus from Andhra, India.

■ 898 Linden Street – **Nazareth House I**

- Structural repairs to roof and entire exterior front wall
Nazareth consists of four apartments that have been vacant since we became aware that the building was structurally damaged.

■704 West St. – **House of Joseph Holistic Housing**

- To serve formerly homeless men
When we reopen, we will have seven units.

7) ***Human Resources—Br. Ronald***

- This is a year of transition for the Ministry of Caring. We have personnel challenges and changes forthcoming:
 - Hiring of Chief Operating Officer
 - Hiring of Human Resources Director
 - Registered Nurse for House of Joseph II

8) ***Publications***

- 2020 Ministry of Caring Annual Report is going to press

We are awaiting the 2021 Audit to proceed with 2021 Annual Report

Announcements:

Next Board meeting will be held on **Thursday, September 18, 7:30 pm.**

Congratulations to Br. Ronald and Emeritus Board Member Bernadette Buccini for being awarded the Medal of Distinction by University of Delaware this afternoon.

Respectfully submitted,

Deborah Philips

on behalf of the Hon. Kent Jordan, Secretary