

THE MINISTRY OF CARING INC.



Board of Directors

MEETING

CORPORATE MINUTES

Thursday, January 26, 2023, 7:30pm via Zoom

Attendance Confirmed: Bill LaFond, Pres., Mark Calandra, Sec'y, Megan McGlinchey, Treas., Matthew Davis, Esq., Richard Forsten, Esq., Rick Gessner, Rep. Bob Gilligan, Peter Grumbacher, Brian King, Dr. Garry Lyons, Connie McCarthy, Frank Modesto, Denny Nealon, Br. Rod Pieretti, OFM Cap., Mark Reardon, Esq., David Ross, John Sullivan, John Sweeney, Greg Varallo, Esq.

Members excused: Danielle Nowaczyk, Esq., Vice Pres., The Hon. Kent Jordan, Brendan Kennealey, Marilyn Monahan, Kim Orth

1) Welcome New Board members – Bill LaFond, President

Matt Davis, Esq.- Matt is a long-time supporter of the Ministry. He also serves on the Mother Teresa House Board and is President of Sacred Heart Village I Board. He was recommended for nomination by Judge Jordan. Matt grew up in Maryland and has been here in Wilmington for 18 years.

Richard Forsten, Esq. – another long-time supporter, is already serving on the Sacred Heart Housing Board as well as the Village of St. John. He has lent his invaluable expertise pro bono to MOC and is renowned for his work in real estate law.

Peter Grumbacher – Peter is a retired rabbi from Beth Emeth synagogue, which has served meals at Emmanuel Dining Room since 1980, spearheaded by two members of his congregation, long-time benefactors Ruth Balick and Joan Wachstein. He has been in this congregation for 51 years. He also has the distinction of being in the ordination class of the first woman rabbi to be ordained.

Dennis Nealon – is a benefactor and has hosted the Emmanuel Dining Room Auction for many years at Barclays Bank, which is the perfect venue for this major event. He was recommended for nomination by Frank Modesto.

David Ross – is currently Secretary of the Sacred Heart Housing board. He lives in Trinity Vicinity, where his brother is a resident of our own Sacred Heart Village I. David is a teaching professional of golf. His golf lessons and workshops serve as a conduit to help kids stay in school. David has been in Wilmington for 5 years.

Bill thanked and welcomed the 5 new members. He looks forward to working with them.

2) *Approval of Minutes of November 17, 2022, meeting—Bill LaFond, President*

A motion was made by Mark Reardon to approve the minutes as presented. Greg Varallo seconded. All in favor; none opposed; motion carried.

3) *Distribution of 2023 Board Roster and Committee Assignments—Bill LaFond, Pres.*

4) *Villa Maria Project: the creation of a 74-unit low-income senior housing facility— Br. Ronald*

We will create 74 senior housing units across from Village of St. John.

Our staff is working diligently in order to reach the settlement table. Form 106, an environmental study, is being completed prior to our being able to demo the property.

Beginning January 27, we will meet bi-weekly as part of the due diligence. Once all funding sources are satisfied, a date will be set for settlement.

While we are meeting the requirements, our architects are completing 100% of the construction documents, which we hope will be completed by the end of January. We are looking to open early 2025.

5) *Finance Committee Report—Megan McGlinchey, Chair & Karen Smith, CPA, CFO, Deputy Director*

- Financial Statements
 - Income Statement for the period ending October 31, 2022, was reviewed.
 - Balance sheet through October 31, 2022, was reviewed.
- Merrill Lynch Portfolio Report as of October 31, 2022, was reviewed.

A motion was made by Megan McGlinchey to approve the Finance Committee report. Rep. Gilligan seconded. All in favor; none opposed; motion carried.

6) *Advancement Committee Report—Br. Ronald*

The raffle sales for the Emmanuel Dining Room Auction have begun. Grand Prize: \$10,000; Second Prize: \$2,000; Third Prize: \$1,000. Ticket donation: \$100 – only 600 tickets will be sold. Annie Halverson is Raffle Chair. Br. Ronald thanked Denny Nealon for inviting us back to Barclays Bank.

7) *Property—Br. Ronald*

Distribution Center

Distribution Center on 1410 N. Claymont Street was destroyed in the flood and after careful review, we decided to maintain the building, obtain flood insurance and renovate. We are in the process of raising the necessary funds.

Property available at 201 Vandever Ave. – Br. Ronald

Environmental study and abatement are in process by the owner, Land Bank.

Plans are to create new affordable senior housing: Village of Francis and Clare. aged 62 and older. We hope to create 1–2-bedroom units. This is important for those who require aides.

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 housing for the Sisters of Our Lady of Good Health, who staff childcare/ House of Joseph II.

- 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.
 - It is completed, and we will be moving residents in.

- 704 West St. – **House of Joseph Permanent Housing**
 - To serve formerly homeless men
 - When we reopen, we will have seven units. Residents have been identified.

- 1803 W. 6th St. – **Our Lady of Guadalupe Convent**
 - The second house at the Andrisani Building has been converted into a convent for the Sisters of the Infant Jesus who will be on staff at House of Joseph II and childcares.

The first floor will be offices for substance abuse counselors and the MOC Guild.

5 Vandever Avenue

Built in 1798 as a schoolhouse in Old Brandywine Village, this is one of 5 iconic landmarks in Delaware. Mike Looney, AIA, representing the owners, Delaware Architecture Foundation, reported that they voted unanimously to turn the property over to us.

We received a letter stating that the Vandever Ave. property is being offered to MOC. The Executive Committee passed a resolution at its August 22 meeting to move forward with due diligence. Various uses for the property

are being considered. Choir School is interested in renting this building for one year, renewable for a second year.

Alienation of property adjacent to Pierre Toussaint Dental Office

MOC had been given a piece of property adjacent to our dental office and turned it into a community garden and small park. Several months ago, the Land Bank, believing the property was theirs, proceeded to rip down the fence and the garden/park to use as a passage to the back property that they own. This property has been sold to the Land Bank.

Complaint

Richards, Layton & Finger recently informed us that we had a mechanical lien on Washington Street, and then on West Street. We met with Domus, and their attorney said they intend to immediately move to strike the liens and put up a bond. A subcontractor of Domus hired another subcontractor, whom they did not pay. Sara Wagner, Esq. is working on getting it stricken. If not, we will have recourse to the courts.

8) *Resolution authorizing Ministry of Caring to apply for City of Wilmington Emergency Solutions Grant and Housing Opportunity for Persons with AIDS Grant – John Bates, Deputy Director of Programs*

[Following the meeting, it was decided to apply to City of Wilmington ESG for Diversion as well].

A question was asked whether this would supplement the loss for funds from HOJ II. Br. Ronald said it would not. These are not new funds.

A motion was made by Mark Reardon to apply for ESG grants from City of Wilmington. Rick Gessner seconded. All in favor; none opposed; motion carried.

9) *Resolution authorizing Br. Ronald to sign for title transfer upon the sale of motor vehicles donated to Ministry of Caring—Mark Reardon*

Although Br. Ronald is not an officer, he is the executive director and from time to time the Ministry accepts donated vehicles. A resolution was made to designate Br. Ronald Giannone as the signatory when such motor vehicles are sold.

A motion was made by Rick Gessner to ratify this resolution. Greg Varallo seconded. All in favor; none opposed; motion carried.

10) *Hiring of COO – Mark Reardon, Search Committee*

In the fall, MOC initiated a local/regional/national search for a COO. At this time, the Search Committee and Br. Ronald have put the search on hold.

11) *Upcoming Events – Br. Ronald*

-Next Board meeting, **Thursday, March 16, 2023, via Zoom.**

-Emmanuel Dining Room Auction, **Sunday, April 30, 2-6 pm, Barclays Bank**
Honorary Chairs: Megan & Brian McGlinchey; Chair: Michelle Modesto
Raffle Sales Chair: Annie Halverson.