

THE MINISTRY OF CARING INC.



**Board of Directors**

MEETING

***CORPORATE MINUTES***

**Thursday, January 23, 2025, 7:30pm**

Attendance Confirmed: William LaFond, Pres., Danielle Nowaczyk, Esq., Vice Pres., Megan McGlinchey, Treas., The Hon. James Baker, Richard Forsten, Esq., The Hon. Kent Jordan, Brian King, Alan Levin, Marilyn Monahan, Dennis Nealon, Br. Rod Pieretti, OFM Cap., Elaine Reilly, Esq., John Sullivan, John Sweeney, Tim Constantine, Dr. Kaylia Duncan-Field, Joe DePaulo, (David Ross and Mark Calandra, Sec'y, via Zoom)

Members excused: Anne Connolly, Esq., Richard Gessner, Rabbi Peter Grumbacher, Dr. David Hack, Dr. Garry Lyons, Kimberlee Orth

**Welcome New Member:** Bill Lafond, Pres.

-Joseph DePaulo, assigned to the Finance Committee

**Approval of November 21, 2024, Board Minutes:** Bill LaFond, Pres.

A motion was made by Marilyn Monahan to approve the minutes as presented. Danielle Nowaczyk seconded. All in favor; none opposed; motion carried.

**1. Villa Maria – our proposed 74-unit senior housing project in Old Brandywine Village – Brother Ronald**

This is our 4<sup>th</sup> project for very low-income seniors.

We have a two-year delay, chiefly due to the archeological studies, Phase I & II.

We are in the process of finalizing all needed documents for a virtual settlement date, currently scheduled for January 30.

Construction will commence within two weeks after settlement

Construction will take 15-18 months to complete

Projection of occupancy will not be until 2026

Groundbreaking ceremony – TBD

[Since settlement did not occur until 2/6/25, the ceremony will be held off until Spring].

We have long waiting lists at our other 3 facilities.

## 2. Programs –Gene Halus

### - St. Francis Housing – 24 Vouchers from WHA

We were able to use 20 vouchers so far, and we are awaiting approval for the final 4.

### - MOC Impact Report 2024

Summarizes the statistics for last year. Gene hoped this would be helpful for board members to spread the word.

## 3. Property – Br. Ronald

### - Relocation of Emanuel Dining Room – East

Since it is no longer cost effective to run this facility in its current location, plans are to relocate.

### - Purchase of two lots:

-905 Jefferson Street

-909 Jefferson Street

Colonial Parking contacted Br. Ronald because they wish to sell 905 N. Jefferson St., and the neighboring law firm, Werb & Sullivan, wishes to sell its lot at 909. The Ministry of Caring owns 907 Jefferson Street, 17 spots, 5,250 square feet (0.12 acres).

The Executive Committee passed a resolution to grant authority to Br. Ronald to negotiate purchase of these two properties.

Request for full board ratification of this resolution.

A motion was made by Elaine Reilly, Esq., to ratify this resolution. Richard Forsten, Esq., seconded. All in favor; none opposed; motion carried.

### - 121 N. Jackson Street – Emmanuel Dining Room West in need of repair.

### - Renovations:

- o Job Placement Center, 1100 Lancaster Ave. – Renovations have begun.

## 6. Advancement – Marilyn Monahan, Chair

### - Benefactors' Endowment Fund drive

Marilyn spoke of a wonderful opportunity presented by generous benefactors: a challenge grant to raise \$1 million to benefit our shelters and if successful, they would match the \$1 million.

Marilyn encouraged board members to attend the Love & Hope event, February 13, 2025, DuPont Country Club to announce the results of this drive.

Priscilla pointed out how very cold the last 2 nights have been. This fund will keep our shelters going. She thanked Elaine Reilly and Megan McGlinchey for following in the roles of Barb Andrisani and Marilyn Monahan to spearhead fundraisers.

Megan clarified that the ticket for the dinner goes toward the Love & Hope event. We are looking for donors to give to the dinner as well as to the Benefactors' Endowment Fund.

## **7. Finance Committee Report – Megan McGlinchey, Chair and Karen Smith, CFO**

- Financial Statements were presented by Megan McGlinchey and Karen Smith
  - Income Statement for the Period Ending October 31, 2024 (10 months)
  - Balance Sheet for the Period Ending October 31, 2024

A motion was made by Marilyn Monahan to approve the finance committee report as presented. Joe DePaulo seconded. All in favor; none opposed; motion carried.

## **8. Strategic Planning Committee – Judge Kent Jordan**

Judge Jordan spoke about the difficulty of depending upon government funding. It is unreliable; changes in administration result in changes in funding. He lauded the Ministry's efforts of hiring grant writers who could tap other funding sources.

He agreed with Br. Ronald that Covid has been a factor, but also changes in governmental policy: for example, Housing First has been a disaster in many ways.

The major focus of the committee has been Succession Planning, specifically the difficult task of identifying an individual to step into the Executive Director role when the time comes.

Judge Jordan spoke of the committee's efforts thus far.

One of the tasks the committee will be undertaking this year will be interviewing personnel in key staff positions.

## **9. Resolutions - Gene:**

### **For Funding Requests**

-City of Wilmington:

ESG  
HOPWA  
CDBG

-New Castle County:

ESG  
CDBG

A motion was made by Dennis Nealon to approve application for the above grants. Megan McGlinchey seconded. All in favor; none opposed; motion carried.

**For DART Title VI Plan**

A motion was made by Elaine Reilly to approve the plan pertaining to the buses awarded to the Ministry of Caring by DART. Marilyn Monahan seconded. All in favor; none opposed; motion carried.

**10. Upcoming Events – Priscilla Rakestraw**

- Dedication of Ruth Balick Distribution Center, Friday, January 24, 11 am**
- Love & Hope Dinner, Thursday, February 13, 6 pm, DuPont Country Club**
- Next Board Meeting, Thursday, March 20, 7:30 pm**

**Closing prayer:** John Sullivan