

# THE MINISTRY OF CARING INC.



## Board of Directors

### MEETING

#### *CORPORATE MINUTES*

**Thursday, January 22, 2026, 7:30pm**

Attendance Confirmed: Danielle, Nowaczyk, Esq., Pres., Anne Connolly, Esq., Sec'y, Matthew Davis, Esq., Joseph DePaulo, Dr. Kaylia Duncan-Field, William LaFond, Fr. Meena Gude, OFM Cap., Brian King, Megan McGlinchey, Kimberlee Orth, Elaine Reilly, Esq., David Ross, John Sullivan, Mark Calandra, Treas., Robert Harra, Dr. Garrett Lyons, John Sweeney, Timothy Constantine, Dr. David Hack

Members excused: The Hon. Kent Jordan, Vice Pres., Richard Forsten, Esq., Alan Levin, The Hon. Ciro Poppiti

1. **Village of Francis & Clare** – update from Architectural Alliance  
Kevin Wilson, AIA, gave a presentation on this new project.

It is located in Zone C-5 which will allow for 12 stories without requiring a variance. There will be 50 one-bedroom and 1 two-bedroom units. There will be amenities on each floor including a lounge. Each unit will have its own washer/dryer. The top floor will have a common area, including a rooftop deck. The building is designed to be highly energy efficient.

It is hoped that the groundbreaking will occur in mid-2026. It was favorably received by the Design Review board and Trinity Neighborhood.

Victoria Bisbing of Brightfields, Inc. has reported to MOC on the environmental work: drilling began on December 19 for soil gas investigation. Brightfields' work on the Human Health Risk Assessment for the soil and groundwater is continuing.

2. **Welcome new members – Danielle Nowaczyk, Pres.**

Danielle welcomed two of the three new board members (Ciro Poppiti was unable to attend) and everyone introduced themselves.

Fr. Meena Gude, OFM Cap.  
Rob Harra

3. **Approval of November 20, 2025, Board Minutes: Danielle Nowaczyk, Esq., Pres.**

A motion was made by Elaine Reilly to approve the minutes as presented. Megan McGlinchey seconded. All in favor; none opposed; motion carried.

**4. Nomination of new member for three-year term: Dr. Garry Lyons, Nominating Committee**

DeWitt Smith

A motion was made by Bill LaFond to elect DeWitt Smith to the Board of Directors. Kim Orth seconded. All in favor; none opposed; motion carried.

**5. Committee Assignments 2026 through 2028: Danielle Nowaczyk, Pres.**  
Committee Assignment list for the three-year period was distributed.

**6. Update on the Construction of Villa Maria —Gene Halus, COO**

Walls are being constructed and footings are being poured.

Freezing temperatures next week could delay construction progress.

**7. Advancement Committee – Elaine Reilly, Chair**

-Kick-off Meeting for 50<sup>th</sup> Anniversary – Elaine Reilly and Megan McGlinchey will be meeting with Br. Ronald to plan this two-pronged celebration – a fundraiser and a thank-you event, to be held in 2027.

**8. Finance Committee Report – Megan McGlinchey**

Financial Statements:

- Income Statement for the Period Ending October 31, 2025 was reviewed.
- Balance Sheet for the Period Ending October 31, 2025 was reviewed.
- Merrill Lynch Summary through October 31, 2025 was reviewed.

**9. Human Resources Committee – Anne Connolly, Chair**

-Updating MOC Personnel Policies & Code of Ethics

Anne stated that her committee will be reviewing these policies.

**10. Upcoming Events – Priscilla Rakestraw**

-Emmanuel Dining Room Auction, April 19, 2026

There being no further business, the meeting was adjourned at 8:30 pm.

Respectfully submitted,  
*Deborah Philips*  
on behalf of Anne Connolly, Sec'y