

St. Vincent de Paul Board Meeting
January 2, 2020

Present: Al Seitter, Mike Bowe, Mary Dutton, Vaughn Stewart, Jane Scroggins, Mike Nicolosi, and Debbie Moodie.

The meeting was opened by praying the "Hail Mary."

Grants. Mike B. reported we have reapplied for the Emergency Food and Shelter Grant through Community Action in the amount of \$750.00. Jane reported that on December 30, 2019, a check in the amount of \$750.00 was received in the checking account.

Board Resignations. Mary reported receiving a letter of resignation from Mike Bowe as Board President and a letter from Richard Arndt to resign as a Board member. Al moved the resignations be approved. Jane seconded the motion. The motion was unanimously approved.

Dave Shuster. Mary advised the Board that Dave Shuster has indicated an interest in serving as a city ambassador to get the City, churches, and businesses more involved in helping St. Vincent serve the needy in our community. Mike N. recommended that Dave become a member of the Board. Mike B. moved that Dave Shuster be appointed as a member of the Board. Al seconded the motion. The motion was unanimously approved.

Election of Board President. Jane moved that Vaughn Stewart be approved as President of the Board. Mike B. seconded the motion. The motion was unanimously approved.

Security of Building. Further discussion was held on the best way to secure the building. It was decided that more security systems would be checked into and the issue will be discussed at the February meeting.

Bylaws. At the last meeting, Al distributed a draft of bylaws for the Board to review. It was agreed that this issue be brought up at the February meeting in order to give everyone an opportunity to review the draft in more detail and make any recommendations before final approval.

Annual Report. Mike B. reported the annual report has been completed and e-mailed. The address, phone number and e-mail have been corrected.

Christmas Baskets. Mike B. reported that 120 food baskets were distributed. \$7,532.51 was spent at Aldi for food and \$203.68 was spent on postage.

Web Page. Al reported he would be contacting Josh Facemeyer as to the status of the web page.

Manager Report. Mary reported that 838 people were served in December. The pantry was closed three days at Christmas time. The thrift store netted \$5,029.00 in December and there were two days with totals over \$500.00.

Vaughn reported that he, his wife Marie, and Mary have been working on guidelines for pantry workers, which the volunteers will be asked to read and sign. This is a work in progress and can be updated as needed. This would be a helpful guideline for new volunteers. He also stated that before opening the pantry, a short meeting is held to make sure everyone is on the same page.

Mary stated the Spectrum phone system is working fine. During the week of Christmas, she was able to leave an extended message about the hours the thrift store and pantry would be open.

Treasurer Report. Jane reported that the income for 2019 was approximately \$135,000.00 and expenses \$105,000.00, leaving a balance of \$30,000.00. The Christmas boxes were approximately \$18,000.00 income, \$8,000.00 in expenses, with an estimated balance of \$10,000.00. Totals are up from last year. Discussion was held on how to involve businesses and other churches in supporting the pantry, either financially or donating food and personal care items through food drives. Businesses need to be contacted by the 3rd quarter before a final budget is approved for the next year.

Jane reported the information at the Fahey Bank for the accounts needs to be changed. The president, treasurer and manager are the only names on the account. A signature card will need to be signed by the new president. The Board also adopted the policy that checks over \$1,000.00 will require two signatures.

The use of the debit card was also discussed. Mike will turn his card in. Any purchase using the debit card has to be pre-approved by the manager. After purchase, a form is filled out which has the receipt attached.

The meeting was closed by praying the "Hail Mary."

The next meeting is scheduled for February 6, 2020.

Respectfully submitted
Debbie Moodie, Recording Secretary