

**Association for the Relief of Aged Women
Minutes of the Regular Monthly Meeting – July 11, 2019**

Vice President Rosemary Saber called the meeting to order at 9:30 AM.

Members in Attendance: Bachman, Beaulieu, Brooke, Doyle, Ellis, Fox, Laflamme, Melo, O'Connell, Pearl, Rothschild, Saber, Whipple

Executive Director Clare Healy Foley was also present.

Members Absent: Beaton, Pinarreta, Silver, Stankiewicz, Rothschild,

July Reflection: Jo-Ann Beaulieu read a passage from *The Gift of Life* by Sister Joan Chittister.

Report of the Clerk: The minutes of the June 13, 2019 meeting were approved with the following corrections:

“Harris” eliminated from Members in Attendance

Laflamme corrected from “LaFlamme”

“and Cheryl” changed to *or Clare* under Visiting Committee #1

“followed by Annual Meeting and Luncheon at the Wamsutta Club” eliminated from postscript

SO VOTED

Report of the President: Rosemary explained that Susan was sorry to miss Clare's first meeting and in Susan's absence Rosemary turned the meeting over to Clare.

Report of the Executive Director:

- Clare is interested to know if any Board member feels there are priority items that are not included in her Progress Notes (in monthly packet) and welcomes feedback about any items on her list.
- A sign-up sheet was circulated for members to note how they prefer to receive the monthly packet information – paper via post, email, or website.
- She has set up our Board resource site at www.arawofnb.org/araw-board-site/ and our password is ARAW1866. All of the monthly packet documents can be found on this centralized site as well as meeting dates, forms, committee membership, strategic plan info etc. If there is additional information any Board members think should be included please be in touch with Clare.
- Clare is working to clean up our database and assure that we have confidence in it and that the office can run reports easily and efficiently.
- She is meeting with committee chairs and hopes to meet with all members individually.
- Dan Perry, our legal counsel, has made recommendations regarding Regina's employment status as we have no official leave policy. Clare used Dan's language to inform Regina that her current employment is at an end and if she, with a doctor's note, wishes to apply for any open positions in the future she is welcome to do so. He feels we have been quite generous in assisting her. She still has a long road ahead and members remarked as how happy they are that we have been able to help her as a beneficiary.

- Clare announced that we now have close to full time administrative help in the office. Ann Raymond continues to work on the programmatic business and Jenny Costa has just started as an assistant and has a strong financial background. Together their hours amount to 4 ½ days.
- Clare will continue to update the Board on Beneficiary status changes and Beneficiary service and gift follow-up, and EDDF (Executive Director discretionary fund) updates via spreadsheet (in monthly packet).
- Clare is reinforcing more accountability in reporting from our Outreach Workers.
- Sharon O'Malley has invited all interested members to attend a Community Access picnic at Buttonwood Park on Sept 19th from 11:30-2:30. This is a great opportunity to meet some of the women whom we support through this program.

Report of the Finance Committee: Treasurer Doyle reported:

Accounting expenses are unusually high this month because of the work that was done for the audit, and also because the most recent bill covered 3 months.

A motion was made to accept THE 6/2019 FINANCIALS as written. **SO VOTED**

A motion was made to authorize our Executive Director to sign check. **SO VOTED**

Ceremonial checks will continue to be signed by board members.

A motion was made to authorize our Executive Director to approve office expenses up to \$5,000.

SO VOTED

Jason Hantman our US Trust portfolio manager will be talking to the Finance Committee on Tue Sept 17th at 9:30. All interested Board Members are welcome.

Report of the Beneficiary Committee: Chair Beaulieu reported:

M. Sharples, age 81, FHCOA #02/13-14 approved hearing aids at approximately \$3,600. **SO VOTED**

R. Lemere, age 82, WCOA #06/19-20 approved Blue Cross Blue Shield Bronze at \$201/month with normal increases. **SO VOTED**

D. Greenwood, age 90, FHCOA #04/16-17 approved NEXT Fall Detector. **SO VOTED** It was recommended that laundry service be explored as well.

C. DeCosta, age 71, EHCOA #22/18/19 approved reimbursement for new car key at \$59.00 and car insurance premium payment of \$872 for 1 year. **SO VOTED**

J. Mello, age 73, ACOA #07/19-20 approved personal hygiene products, ongoing, with no dollar limit, and reimbursement for plumbing costs at \$689, and reimbursement for exterminator at \$217. **SO VOTED**

I. Moniz, age 92, WCOA #06/16-17 approved an exception to living alone, and approved continuation of payment for full phone, internet and cable package with normal increases. **SO VOTED**

N.Ventura, age 87, DCOA #08/19-20 approved cable phone bill of approximately \$168/month with normal increases, and payment of \$820.40 dental bill, and reimbursement of \$1,763 for car and boiler repair. SO VOTED

S. Mendonca, age 82, DCOA #09/19-20 approved cable/internet/phone service (Comcast) ongoing with normal increases, and \$195.39 for vet bill, and 1 year of car insurance at \$121/month. SO VOTED

E. Messier, age 79, DCOA approved reimbursement of car repair at \$424 and new tires \$845. AAA membership was also approved if needed. SO VOTED

L. Blais, age 70, ACOA #10/19-20 approved Blue Cross Blue Shield Bronze ongoing, personal hygiene and OTC aids ongoing with no dollar limit, and \$185 balance for Keytruda. SO VOTED

L. Bizarro, age 79, DCOA #08/18-19 approved Silver Script premium ongoing, Verizon cable/phone and Comcast TV ongoing services with normal increases, Prilosec OTC ongoing, payment of \$200 to Gentle Dental, and reimbursement of car repairs and inspection at \$475. SO VOTED

C. Mattos, age 89, DCOA #17/18-19 approved ongoing cable/phone with normal increases, 1 year of homeowners insurance at \$115/month, 6 months of real estate tax at \$115/month, electric and gas bills (after PACE) for 6 months. SO VOTED

A. Gagnon, age 84, WCOA #11/19-20 approved ongoing Blue Cross Blue Shield Bronze and \$700 payment for the balance of uncovered healthcare services. SO VOTED

The committee will follow-up on discussion regarding the rationale for not assigning numbers to one-time gift recipients.

Report of the Governance Committee: Chair Brooke remarked that details about the strategic planning data collection phase were in her report (monthly packet). Debbie and Clare emphasized the importance of attending our Strategic Retreat on October 10 from 9-4 (lunch included) at the Wamsutta Club as we will be outlining our direction and goals for the next 3 years.

Report of the Grants Committee: Clare reported that the committee has been analyzing grantee activities and outcomes and is revamping the RFP (Request for Fund Proposal) and is developing recommendation for future granting. A motion was made to approve sending a collection letter (without threat of lawsuit) to Cindy Ricard as a last attempt to recover unused Art Program funds. SO VOTED

Report of the Membership/Nominating Committee: Chair Saber reported that the committee will meet on Tuesday July 16th at 9:30 to meet potential new member Pamela McKnight.

Report of the Outreach Committee: Chair O'Connell reported that she will be in discussion with Clare and Susan about future direction. The website has been updated.

Report of the Visiting Committee: Chair Bachman report that the visiting packets have been revised. Members will receive their packets from Clare at the meeting prior to the meeting when they will report on their 2 visits. The packets include comprehensive instructions and all the documents you will need to be updated about the women and the process of reporting your visit findings.

Reporting today: Beaulieu, Pearl, Doyle, Saber

Visiting this month and reporting in August: Pinarreta, Ellis, Brooke, Whipple

There being no further business the meeting was adjourned at 11:20

Respectfully submitted,


Deborah Brooke

Upcoming Meetings:

July 31, 2019 at 9:00 AM Beneficiary Committee (ARAW Office)

August 1, 2019 at 1:00PM Executive Committee (ARAW Office)

August 8, 2019 at 9:30 AM Board of Director's Meeting (Wamsutta Club)
(optional social time 9:00 -9:30 AM)

Sept 17, 2019 at 9:30 Finance Committee (ARAW Office)

October 10, 2019 9:00-4:00 Strategic Planning Board Retreat (Wamsutta Club)