

Association for the Relief of Aged Women

Minutes of the Regular Monthly Meeting December 12, 2019

President Susan Rothschild called the meeting to order at 9:30 AM

Members in Attendance: Bachman, Beaton, Beaulieu, Brooke, Doyle, Ellis, Fox, LaFlamme, McKnight, Melo, O'Connell, Pinarreta, Rothschild, Saber, Stankiewicz, Whipple

Executive Director Clare Healy Foley and Jenny Costa also present.

Members Absent: Pearl

December Reflection: Susan read a poem by Stevie Smith entitled "The House of Mercy".

Report of Clerk: The minutes of the November 14, 2019 meeting were approved as written. SO VOTED.

Report of President: President Rothschild reported:

Thank you to all board members for supporting my decision making as President and with our many improvements.

1. Thank you to Clare and Jenny for all the progress.
2. Strategic planning process is progressing smoothly under Debbie's guidance.
3. With reports generated, Beneficiary Committee is now able to evaluate benevolent giving.
4. Grants have been overhauled.
5. Outreach very busy last year with the website.

Report of Executive Director: In addition to the information in the monthly packet, Executive Director Clare Foley reported:

1. Thank you to Board for hiring Clare and Jenny this year.
2. Jenny working hard on database.
3. Researching other database software that will bring all of our materials together. At this point, Blackbaud Grant Making Database/CRM appears to

- be best option. Working through contract options. Will bring back to Board in January with more detail.
4. Working on HR Manual and Policies.
 - a. ICC has discontinued WCAP. Looking at ways to bring in-house and support Sharon. In process of confirming that all people involved in program are ARAW qualified.
 - b. Will present to Board in January possibility of inhouse position to manage program giving Sharon first right of refusal.
 5. Beginning to investigate office space. Lease on current office space up June 30, 2020.

Report of Finance Committee: Treasurer Doyle reported:

1. A motion was made to accept the November 2019 FINANCIALS as written. SO VOTED
2. Motion to approve a financial review in lieu of a financial audit this year. SO VOTED
3. Will vote next month on introduction of recommendation to amend by-laws concerning audit versus review of financials meeting applicable government and general accounting standards if so required.
4. Jason Hantman, Emma Greene, and Meg Bennett from Bank of America will host our annual holiday luncheon today and Jason will present an update of our finances.

Report of Beneficiary Committee: Chair Beaulieu reported:

1. Motion to accept recommendations of the Beneficiary Committee as a whole through a single vote with a discussion only if there is a dissent from any recommendation trusting that the committee has done due diligence. SO VOTED
2. Recommendations to accept recommendations of the beneficiary committee from the month of December as distributed. Attached ARAW Beneficiary Request Review. SO VOTED
3. Met with Lisa Parent from CNHC. Signed contract for social worker services which has increased to \$140 per hour and will provide visit plans for our beneficiaries receiving services
4. Task force will meet January 7th to look at beneficiary policies to update.

Visitor Committee: New visiting schedule to be published on ARAW Board website.

Visitor Reports:

Reporting this month: Ann, Pam, Debbie, Jane, Shannon, Roseanne
Visiting in December: Gretchen, Diane, Jo-Ann, Jeannette

Report of Governance Committee: Chair Brooke reported:
Strategic planning progressing well. Hope to have majority of work done for board to see in February.

Report of Grants Committee: Chair Stankiewicz reported:

1. Jan-March checks to be distributed.
2. GNBCHC check distribution on hold. GNBHC is reevaluating how it wishes to work with us moving forward. Would like to be more of a “wellness” organization. Will get back to us with feedback.
3. January 6th committee meeting to begin to review RFP’s and establish philanthropic priorities.

Report of Nominating Committee: Chair Saber reported:

Will send out questionnaire to all Board members to gather input re: committee involvement next year.

Report of the Outreach Committee: Chair O’Connell reported:

1. Holiday cards with gift checks have been sent. Thank you notes and calls have already been coming in.
2. Gretchen taking on Birthday Card program.
3. Outreach Committee to meet after the new year and work on goals for the future.

There being no further business, the meeting was adjourned at 11:30am.

Respectfully Submitted,

Gale Beaton, Clerk

Next Regular Monthly Meeting: January 9, 2020 at 9:30am

Optional social time at 9:00 AM