

**Association for the Relief of Aged Women**  
**Minutes of the Regular Monthly Meeting, January 9, 2020**

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

**Members in Attendance:** Bachman, Beaton, Beaulieu, Brooke, Doyle, Ellis, Fox, LaFlamme, Melo, O’Connell, Pinarreta, Rothschild, Saber, Stankiewicz.  
Executive Director Clare Healy Foley also present.

**Members Absent:** McKnight, Pearl, Whipple

**January Reflection:** Olivia read a passage by Caroline Kennedy on aging from her book She Walks in Beauty. Olivia also read the poem by Mary Dow Brine entitled “Somebody’s Mother”.

**Report of Clerk:** The minutes of the December 12, 2019 meeting were approved as written with edits. SO VOTED

**Report of President:** President Rothschild reported:  
Discussion of consideration to move new annual, slate of officers to align with fiscal year. After much discussion, Board decided to leave as is with slate in May and Board vote in June.

**Report of Executive Director:** Executive Director Clare Healy Foley reported:,:

1. Thank you to the hard work of board members, especially this week with so many meetings
2. Many thank you’s from beneficiaries for Holiday gifts shared
3. Job description of in-house liaison/beneficiary advocate in draft form and being reviewed.
4. Follow up from Blackbaud for database with clarifications:
  - a. Contractually obligated for three years
  - b. Have asked their consultant for only one year of assistance
  - c. Annual costs laid out with total of \$34,212.50 for three years which includes data migration.
  - d. A motion was made to purchase Blackbaud database for contract length of three years. SO VOTED

- e. Recommendation made to align BBGM costs with fiscal year spending

**Report of Finance Committee:** Treasurer Doyle reported:

1. A motion was made to accept the December 2019 FINANCIALS as written. SO VOTED
2. A motion was made to accept an amended by-law to read:  
Finance Committee will annually present appropriate financial statements to the Board as a whole, prepared by an outside accounting firm. Such statements to meet the applicable government and general accounting standards; if so required. SO VOTED
3. Finance Committee will meet in February to start new budget. The new budget will be presented to Executive Committee and then to full Board in March with budget to begin in April. Based on feedback from strategic planners, a 3-year budget will be created.

**Report of Beneficiary Committee:** Chair Beaulieu reported:

1. A motion was made to accept recommendations of the Beneficiary Committee as distributed. SO VOTED
2. Beneficiary Task Force had its first meeting January 7<sup>th</sup> and began discussion clarifying guidelines, exceptions, defining “living alone”, gifts vs on-going, etc. with desire to promote independence and quality of life. Next meeting scheduled for February 12<sup>th</sup>.
3. Passage from *Elderhood* shared.

**Report of Governance Committee:** Chair Brooke reported:

Met with strategic planning consultants on January 8<sup>th</sup>. Worked on goals of financial sustainability and breadth (bringing in populations of new women). Have been adding measurable attainable goals with time frames to plan. Next meeting January 29<sup>th</sup>

**Report of Grants Committee:** Chair Stankiewicz reported:

Committee met on January 6<sup>th</sup> to discuss change to RFP process. Next Grants Committee meeting will be February 10<sup>th</sup> to review, to disburse Fiscal '21 checks and discuss RFP process. Clare to work on RFP application for Committee review at next meeting. Final reports from grantees to be reviewed in March.

**Report of Nominating Committee:** Chair Saber reported:  
Nominating Committee will meet as soon as all Board member surveys have been returned to develop slate of officers for coming year.

**Report of the Outreach Committee:** Chair O'Connell reported:

1. Gretchen has taken on birthday-card list. At this point, we have 91 recipients.
2. Discussed possibility of sending Valentine's Day cards.
3. Committee will meet January 29<sup>th</sup> to:
  - a. Review Committee initiatives
  - b. Look at birthday program
  - c. Website review

**Visitor Committee:** Chair Bachman reported:

Annual visits are proceeding as scheduled. Will evaluate potential need for extra visits on a case-by-case basis.

**Visitor Reports:**

Reporting this month: Gretchen (read by Shannon), Diane, Jo-Ann, Jeannette  
Visiting in January: Gale, Olivia, Debbie, Jane

There being no further business, the meeting was adjourned at 11:40am.

Respectfully Submitted,

Gale Beaton, Clerk

Next Regular Monthly Meeting: February 13, 2020 at 9:30am  
Optional social time at 9:00 AM