

**Association for the Relief of Aged Women
Minutes of the Regular Monthly Meeting, November 12, 2020**

Moment of Silence: All present had a moment of silence for our beneficiaries who we lost since the last meeting: Dorothy Cunha and Fernanda Alves.

Reflective Moment: Pam McKnight read two quotes by Mother Teresa that reminded her of the ARAW's commitment to individuals:

"I never look at the masses as my responsibility. I look at the individual. I can love only one person at a time. I can feed only one person at a time. Just one, one, one."

"Loneliness and the feeling of being unwanted is the most terrible poverty."

Clerk Gale Beaton called the meeting to order at 9:37 AM.

Members in Attendance (Via Zoom): Bachman, Beaton, Beaulieu, Brooke, Doyle, Ellis, LaFlamme, Mayall, McKnight, Melo, Natho, O'Connell, Saber, Stankiewicz.

Executive Director Clare Healy Foley and Office Administrator Jenny Costa also present.

Members Absent: Pinarreta. (On leave: Rothschild)

Report of Clerk: The minutes of the October 8, 2020 meeting were approved with change of May Reflection to October Reflection. SO VOTED

The minutes of the October 8, 2020 executive session were approved as written. SO VOTED

Report of President: President Saber reported:

1. All present agreed monthly executive committee meetings are not needed – new format working well
2. Due to Covid-19 all present agreed holiday plans are not needed this year – Mary will let Jason at Bank of America know

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

1. FLO newsletter
 - a. Grab & Go was very successful
 - i. About 60 women signed up
 - ii. Thank you to volunteers
 - b. October outings
 - i. Pine Meadow Alpaca Farm – 6 women attended

- ii. Buttonwood Zoo – 2 women attended
 - iii. Outing to shop & have meal – 2 women signed up together
 - c. November offerings
 - i. 47 signed up for gift card giveaway so far
 - ii. 10 signed up to be pen pals so far
 - d. Will send newsletter at beginning of month to board members going forward per suggestion by Roseanne
- 2. ALBA
 - a. Have received referrals from Coastline, Whaler's Cove and SCCLS
 - b. Oncology department at St. Anne's has requested presentation on ARAW on 12/3/20
 - c. Sent out the Covid-19 resources listed in the Inter Church Council newsletter to community partners
 - d. Sharon attended a National Grid webinar
- 3. New Bedford Council on Aging
 - a. Email from Deb Lee
 - i. NBCOA will not apply for future funding
 - ii. Plan in place to absorb beneficiaries into ARAW office
 - 1. Sharon will take all on for short term
 - 2. May look to give some to other community partners
 - 3. May bring on a part time employee at ARAW office
- 4. Thanksgiving
 - a. Offerings for beneficiaries who are alone & unable to cook
 - i. Fairhaven COA making deliveries to Fairhaven residents
 - ii. ARAW will offer limited precooked & delivered individual meals from White's
- 5. Bank of America checking account now open
- 6. Cathy Mayall had orientation
 - a. Will have some one on one time with committee chairs
- 7. Blackbaud
 - a. Migrating over, working between both databases currently
- 8. RFP applications
 - a. 13 pending, 1 submitted
- 9. Howland Fund
 - a. Flyer shared
 - b. Part of Southcoast Community Foundation
 - c. ARAW declined absorbing in past
- 10. Effects of Covid
 - a. Furniture & appliances delayed
 - i. Maria Pereira – took over a week to order fridge due to stock
 - ii. Elizabeth Watkins – canceled Regal House order due to delay
 - iii. Also affecting dental and social work approvals

Report of Finance Committee: Treasurer Ellis reported:

1. Recommendation to approve September 2020 Financials as written. SO VOTED
2. Recommendation to approve October 2020 Financials as written. SO VOTED
3. Portfolio update
 - a. Down \$255,000 in October, still up \$2,732,000 YTD
 - b. Portfolio total as of 10/31/20: \$18,043,462.42
4. Recommendation to pass business resolution for new BOA checking account, giving account authorization to President, Treasurer and Executive Director. SO VOTED
5. Committee meeting update 10/20/20
 - a. Reviewing policies
 - b. Investment Advisory Committee members attended for meet & greet
 - c. EDDF Spending
 - i. Will be reported at Beneficiary Committee meetings
 - ii. Clare to put together draft policy for review at next meeting
6. Investment Advisory Committee meeting
 - a. ARAW board members stood back & non-board members took lead
 - b. Will revise ARAW Investment Policy (previously used one from BOA)
 - c. Will create timeline and activity list
 - d. Presentation to the board at end of fiscal year
 - e. Meetings will be as needed
 - f. Suggestion to spend down unused budgeted monies

Report of Visiting Committee: Chair Bachman reported:

1. Shannon available to answer any questions during trial run
2. Visiting Committee will not meet until January
3. Visit Reports
 - a. Angela Natho: Deborah Hoggund, Janet Mello and Adelia Prata
 - b. Jo-Ann Beaulieu: Carol Lyons, Alice Lourenco, Eileen Medeiros and Connie Mayer
 - c. December reports: Olivia Melo and Diane Laflamme

Report of Beneficiary Committee: Chair Laflamme reported:

1. A motion was made to accept recommendations from the Beneficiary Committee as distributed. SO VOTED
 - a. 13 requests, 5 new, 1 on hold, 1 denied
 - b. New beneficiary highlight – Laura Fisher
 - i. Referral from Coastline
 - ii. Request for adjustable bed
 - iii. Moving from third floor to first floor – will deliver once moved

- iv. Being proactive with seeking help, also reached out to Coastline, PACE and subsidized housing
2. Beneficiary Task Force
 - a. Cable costs will be revisited in March after feedback from outreach workers
 - b. Updating funeral policy
3. 2020 Holiday Gifts
 - a. Discussion about equity for all beneficiaries
 - b. A motion was made to accept 2020 holiday gifts of \$150 to all active beneficiaries except for nursing home residents. SO VOTED

Report of Governance Committee: Chair Brooke reported:

1. A motion was made to accept committee chair description. SO VOTED
2. A motion was made to accept president description. SO VOTED
3. A motion was made to accept vice president description. SO VOTED
4. A motion was made to accept treasurer description. SO VOTED
5. A motion was made to accept clerk description. SO VOTED
6. Still working on board member description

Report of Grants Committee: Chair Stankiewicz reported:

1. Latest financials not submitted by IAC or NBCOA – deadline was 10/15
 - a. Have spent year+ on educating partners about expectations & compliance
2. A motion was made to accept committee's decision to send letter to New Bedford Council on Aging requesting return of unspent funds due to non-compliance. SO VOTED
 - a. Asked to cc City Auditor
3. A motion was made to accept committee's decision to send letter to Immigrants' Assistance Center requesting return of unspent funds due to non-compliance. SO VOTED
4. RFPs will be reviewed at next meeting

Report of the Outreach Committee: Chair Melo reported:

1. ARAW designated brick has been purchased – will be set in walkway of YWCA by end of November

The meeting was adjourned at 11:30 am.

Executive Session to follow

Recorded by,
Jenny Costa, Office Administrator

Approved by,
Gale Beaton, Clerk