

Association for the Relief of Aged Women
Minutes of the Regular Monthly Meeting, January 14, 2021

Moment of Silence: All present had a moment of silence for our beneficiaries who we lost since the last meeting: Barbara Donaghy, Dolores Michael, Alice Crowley and Isabel Alves.

Reflective Moment: Roseanne O'Connell shared two quotes of peace. The first is from John O'Donohue's *To Bless the Space Between Us*:

"This is the time to be slow,
Lie low to the wall
Until the bitter weather passes.

Try, as best you can, not to let
The wire brush of doubt
Scrape from your heart
All sense of yourself
And your hesitant light.

If you remain generous,
Time will come good
And you find your feet
Again on fresh pastures of promise,
Where the air will be kind
And blushed with beginning."

The second quote was an excerpt from *The Ponds* by Mary Oliver:

"Still, what I want in my life
Is to be willing
To be dazzled -
To cast aside the weight of facts

And maybe even to float a little
Above this difficult world.
I want to believe I am looking

Into the white fire of great mystery.
I want to believe that the imperfections are nothing -
That the light is everything – that it is more than the sum
Of each flawed blossom rising and fading. And I do."

Clerk Gale Beaton called the meeting to order at 9:38 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.

Report of Clerk: The minutes of the December 10, 2020 meeting were approved as written. SO VOTED

The minutes of the December 10, 2020 executive session were approved as written. SO VOTED

Report of President: President Saber reported:

1. A motion was made to establish the Personnel Committee as a standing committee. SO VOTED
2. Committee approach is strong
3. Rosemary previously attended all meetings - will be backing away from some meetings – if needed, will be there
4. By-Law audit committee (ad hoc)
 - i. Gale will chair
5. Thank yous
 - i. Clare sent thank you email for Christmas gift
 - ii. Read Sharon and Jenny's thank you notes for Christmas gifts
6. Annual Meeting
 - i. Will take place in April
 - ii. Please submit committee FY21 reports (April 20-March 21) by 3/31/21

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

1. Overwhelming response to holiday gifts – cards and phone calls
2. Holiday meal delivery
 - a. 20 meals delivered
 - b. Thank you to volunteers – Shannon, Diane, Rosemary, Debbie, Jo-Ann and Sharon
 - c. Special thanks to Cathy for delivering some of her own Christmas meal to a beneficiary who hadn't made it on the list
3. FLO newsletter
 - a. No giveaway last month
 - i. Sent \$25 check to FLO participants from FLO budget
 - b. Fun & Games giveaway for January
 - i. Puzzles and puzzle books
 - c. Included information on Covid vaccine – including fraud warning
4. ALBA
 - a. Efforts are slightly muted at the moment given current climate
 - b. Seven referrals this month including from Coastline, Whaler's Cove and Southcoast VNA
 - c. ARAW featured in the Dartmouth COA newsletter

5. SHINE Presentations
 - a. Carolyn D'Antoni approached ARAW about presentation to local SHINE reps
 - b. Will be doing 3 presentations in February

6. YWCA Financial Literacy Program
 - a. Offer programs and services ARAW has been looking for
 - i. Workshops
 - ii. One on one meetings
 - iii. Will accept referrals
 - iv. Shared with community partners at meeting – not many aware of program

7. Database Update
 - a. Grants report generated from new database
 - b. Monthly office activity sheet (Cheat sheet) will be generated from new database next month

8. Quarterly Review 1/7/21
 - a. Huge thank you to our community partners
 - b. Stressed all reminders are not meant to be punitive, meant for success
 - c. Shared updates from Beneficiary Task Force
 - d. Sent current census of beneficiaries (done quarterly)
 - i. As of 12/17/20 – 244 women served – 204 beneficiaries, 40 FLO
 - ii. FCOA – 37, DCOA – 25, ACOA – 25, WCOA – 24, Sacred Heart – 3, ALBA – 77, Unassigned – 13 (previously IAC)

9. Beneficiary Highlight
 - a. Delia Parker
 - i. Sent home from hospital with certified home care
 - ii. Severe hearing loss
 - iii. Disabled son lives with her
 - iv. Social worker from Southcoast VNA is going to end – need still there
 - v. Beneficiary committee approved social worker funding
 1. Reached out the Community Nurse Home Care – waiting list
 2. Nowhere else to turn
 - a. Only so much we can do
 - b. Limitations of private foundation/not an agency

Report of Finance Committee: Treasurer Ellis reported:

1. A motion was made to approve December 2020 Financials as written. SO VOTED
2. Had first real working meeting with Investment Advisory Committee
 - a. Will meet with Finance Committee & Jason Hantman from BOA
 - b. Proposed Investment Plan will be brought to board
3. A motion was made to approve Finance Policies/Guidelines as written. SO

VOTED

Report of Visiting Committee: Chair Bachman reported:

1. No February 9th meeting
2. Discussed strategic plan goals
 - a. Frequency of calls – discretion of board member and beneficiary
 - b. Committee meetings will be quarterly
 - c. Reporting to office
 - i. Updated reporting forms will be sent to board members next week
 - ii. Reports sent to office every 6 months minimum
 - iii. First reports due 1/31/21
 - iv. Report on anything you think relevant – main info and need from outreach worker – any action items to be reported to office immediately
 - v. Will be saved for archives
 - d. Reporting at board meetings
 - i. Sign up through Doodle link
 - e. Valentine Cards
 - i. Board members will send to their list
 - f. Pam McKnight reported on Beverly Galipeau
 - g. Jane Stankiewicz reported on Cecile Begnoche
 - h. February reports – Roseanne O’Connell

Report of the Outreach Committee: Chair Melo reported:

1. Valentine Day cards to be moved to visiting committee
2. Community Partner holiday gifts sent
3. YWCA brick in place

Report of Beneficiary Committee: Chair Laflamme reported:

1. A motion was made to accept recommendations from the Beneficiary Committee as distributed. SO VOTED
2. Update - Sr. Jean Lyonnais order is relocating due to declining health to Framingham
3. Beneficiary Task Force
 - a. Struggled with homeowners’ insurance and real estate tax
 - i. Will decide to support or not on case by case
 - ii. ARAW cannot make decision to stay in home or not for them
 1. Will provide information/resources
 - b. Will meet as needed – March to discuss cable

Report of Governance Committee: Chair Brooke reported:

1. Thanks to Gale for taking on chair of By-Law sub-committee

2. Send in committee reports for annual meeting
3. Reminder to fill out board engagement survey

Report of Grants Committee: Chair Stankiewicz reported:

1. 12 applications received – Immigrants’ Assistance Center withdrew
2. In process of interviewing applicants
 - a. Determining tentative amount for award after each Q&A
3. After all interviews done – will meet for final award amounts
4. Will present to board in February

Report of the Personnel Committee: Chair McKnight reported:

1. Employee handbook
 - a. Benefits to be determined annually – staff benefit summary will be sent each year
 - b. Opened to discussion – no questions/comments
 - c. Next step legal review
 - d. Bring back to board by end of FY to vote

The meeting was adjourned at 11:20 am.

Recorded by,
Jenny Costa, Office Administrator

Approved by,
Gale Beaton, Clerk