

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

Reflective Moment: Rosemary Saber shared the last line from the chapter *On Time* from *The Prophet* by Kahlil Gibran:

*And an astronomer said, Master, what of Time?
...let Today embrace the Past with remembrance and the Future with longing.*

President Rosemary Saber called the meeting to order at 9:31 AM.

A motion was made to authorize the Office Administrator to take meeting minutes for review, approval and distribution by the President. **SO VOTED**

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

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

Members excused: Beaton.

The minutes of the September 9, 2021 board meeting were approved as written. **SO VOTED**

Report of President: President Rosemary Saber reported:

1. Update on Gale Beaton
 - a. Debbie Brooke read email from Gale
 - b. Treatments are taking larger toll than expected – not returning as soon as hoped
2. Follow up to Mini-Retreat
 - a. Excellent presentation – all positive feedback
 - b. Take time to think about final wrap up questions and send answers to office
3. Succession planning
 - a. Materials went out to everyone
 - i. All but 2 surveys sent back in
 - ii. If already submitted, send any additional thoughts in the meantime
4. Board member driving tour of housing locations in New Bedford
 - a. Something to think about for late Fall or Spring
5. Birthday card list – everyone keeping up with their lists

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

1. October FLO Newsletter
 - a. Survey cash prize winners announced (Will do another drawing in October)
 - b. Ladies' choice gift card giveaway
 - c. Office seeing impact of board member calls – beneficiaries calling into office following conversations with their board buddies
 - d. Emailed board buddies of breakfast attendees should board members like to join

2. ALBA/BA Report
 - a. Still receiving steady referrals to office
 - b. Sign up for soup delivery in November
 - i. No obligation
 - ii. Chance to connect with beneficiaries
3. New visiting assignments
 - a. Reports refreshed each quarter
 - b. Printed reports distributed – will also send by email
 - c. Notecards attached for newly assigned beneficiaries
 - d. As always, any action items can be emailed to admin@arawofnb.org
4. November board meeting
 - a. Board meeting on Veteran’s Day (keeping this day)
 - b. Office will be closed Friday instead
5. NEXT Monitoring
 - a. NEXT has been primary ARAW vendor for EPERS
 - b. Received call from ANA at A 1 Alert – would be taking over and wanted info
 - c. Email sent to Ray at NEXT – response email included in board packet
 - d. Still no official announcement of switch
 - e. Services have continued without interruption
6. Vacation coverage
 - a. Clare leaving today, will be back in office November 1st
 - b. Limited access to email – still send to or CC admin@arawofnb.org
 - c. May hear directly from Sharon and Pat if needed
 - d. Rosemary and Mary available to sign for emergency checks
 - e. Diane Laflamme will be responsible for EDDF decisions
 - f. Email was sent to committee chairs who have meetings during this time
7. Beneficiary Highlight – Peggy Costa
 - a. Died unexpectedly in August
 - b. ARAW paid cell phone bill (needed to be forwarded or canceled)
 - c. No emergency contact ever listed on application
 - i. Strained relationship with family
 - d. Asked Ann Raymond at Dartmouth COA to handle
 - i. Kept trying to hand back to ARAW office
 - ii. Lacks understanding of job responsibilities
 - iii. ARAW office sent children’s contact info to Ann – still a dead end
 - iv. Clare called cell phone number – granddaughter picked up – resolved
 - e. Importance of emergency contact
 - i. New policy requiring emergency contact name, phone number and address

Report of Finance Committee: Treasurer Ellis reported:

1. A motion was made to approve September 2021 Financials as written. SO VOTED
2. Portfolio performance still doing well

3. Virtual Meeting with Jason (Bank of America) and Investment Advisory Committee
 - a. November 4th at 10:30 am
 - b. First half status report of portfolio performance
 - c. Hope to finalize the Investment Policy Statement (will then go to board)
 - d. Anyone interested may attend

Report of Visiting Committee:

1. Visiting reports
 - a. Jeannette Doyle reported on Eileen Francis and Gertrude Liberatore
 - i. Eileen: Met at Frontera FLO luncheon – pleasant experience
 - ii. Gertrude: Passed out and hit her head – EPERS worked, enjoys writing with her ARAW pen pal
 - b. Next month – Mary Ellis

Report of Beneficiary Committee: Chair Laflamme reported:

1. A motion was made to accept recommendations from the Beneficiary Committee as distributed. SO VOTED
 - a. 20 requests, 10 new (8 under the age of 75)
2. New Beneficiary Highlight
 - a. Lucia Matos
 - i. Referral from Immigrants' Assistance Center
 - ii. Homeowner for 30 years – had 3 jobs to support
 - iii. Diagnosed with breast cancer and hurt shoulder at work
 - iv. Workers' comp ran out – no income since August
 - v. Social Security starting in November
 - vi. Committee approved gifts of mortgage, water bill and two months cable bill to help get through until Social Security starts

Report of Governance Committee: Chair Brooke reported:

1. Included in board packet to be added to board member handbook binders:
 - a. Two-page ARAW programs, services and grants summary
 - b. FY22 Community Partner Grant total support sheet
2. Handed out self-check survey
 - a. Does not need to be returned
 - b. Filled out before retreat – with new knowledge, look at again now

Report of Grants Committee: Chair Stankiewicz reported:

1. Second quarter reports due tomorrow, October 15th
2. Next committee meeting will be November 5th at 9:30 am
3. RFP FY23 is out now – deadline early December
 - a. Clare will be reaching out to potential new partners
4. FCOA update
 - a. Letter from Ann Sylvia and Clare's response included in board packet

- i. Disappointed – many opportunities to make things work
 1. Didn't understand new RFP process
- ii. Ann shared letter with Lucille Dauteuil – Lucille very upset

Report of Legacy Committee: Chair O'Connell reported:

1. Sonia Pacheo emailed after being contacted by Olivia Melo
 - a. Unable to assist with archives as it would be a conflict of interest
2. Will continue working with Mark Procknik (NB Whaling Museum)
 - a. Archives now on a thumb drive
 - b. Archives will be available to view with Mark at Whaling Museum – dates TBD

Report of Personnel Committee: Chair McKnight reported:

1. Meeting tomorrow, Friday, October 15th

The meeting was adjourned at 11:00 am.

Recorded by Jenny Costa, Office Administrator