

**Association for the Relief of Aged Women
Minutes of the Regular Monthly Meeting, November 10, 2022**

President Jane Stankiewicz 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 clerk. **SO VOTED**

Moment of Silence: All present had a moment of silence for the beneficiaries who we lost since our last meeting:

1. Josephine Andrade (91) Acushnet
 - a. ARAW had provided electric, phone and homeowners' insurance
 - b. Firecracker personality
 - c. Severe hearing loss
 - d. Loving daughter – enjoyed rides together
2. Rae Sousa (79) New Bedford
 - a. Very strong, always looked adversity in the face

Reflective Moment: Cathy Mayall shared Robert Frost's poem *A Time to Talk*:

When a friend calls to me from the road
And slows his horse to a meaning walk,
I don't stand still and look around
On all the hills I haven't hoed,
And shout from where I am, What is it?
No, not as there is a time to talk.
I thrust my hoe in the mellow ground,
Blade-end up and five feet tall,
And plod: I go up to the stone wall
For a friendly visit.

Members in Attendance: Beaton (Via Zoom), Brooke (Via Zoom), deSa, Ellis, Laflamme, Macomber, Mayall, McKnight, Montague, Natho, O'Connell, Saber, Stankiewicz.

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

Members excused: Beaulieu, Doyle.

Report of President: President Jane Stankiewicz reported:

1. The minutes of the October 6, 2022 board meeting were approved as distributed. **SO VOTED**
2. Jo-Ann's Leave
 - a. Doing well, current medications making tired
 - b. Daughter recently moved and is adjusting well to new location
3. Strategic Plan Update
 - a. Jane and Clare met with consultants on November 1st

- b. Consultants advised how to form committee
 - i. President chooses committee
 - ii. Strategic Planning Committee members will be Executive Committee & chairs of Beneficiary, Governance and Grants
 - iii. Will bring other members in as needed
 - iv. First meeting is 11/28
- c. Strategic planning update will be standing agenda item for board meetings with hand out
- d. Will have a 2-3 hour retreat separate from board meeting
- 4. Holiday Party
 - a. Friday, December 16th – time TBD
 - b. Debbie has offered to host
 - c. Potluck

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

- 1. Thank you to staff and board for keeping things running smoothly while on vacation – utmost faith in Jenny, allows for full enjoyment of vacation
- 2. FLO Newsletter
 - a. Featured getting to know Staff (featured Board last month)
 - b. Seagull's name is Gilly the Gull – has not been by to visit
 - c. Soup delivery in lieu of luncheon this month – November 18th
 - i. Will provide quart of soup, apple and cookies
 - ii. Registration has been slow (people out & about more now than during pandemic)
 - iii. Volunteer opportunity – please sign up to deliver if you are able
- 3. Activity sheet & BA Reports: no questions
- 4. Holiday Cards
 - a. Board Members given list of beneficiaries
 - b. Please fill out (message to be emailed) and return to office
 - c. Office to mail out with check on 12/9
- 5. Community Engagement
 - a. Clare gave presentation for NB Whaling Museum's volunteers
 - i. Some attendees involved with ARAW archive transcription
 - ii. Example of intentional outreach – more knowledge of ARAW
- 6. CPG updates
 - a. Meeting with WCOA – November 3rd
 - i. WCOA director & 3 outreach workers met with full ARAW staff at ARAW office
 - ii. Went over best practices and forms
 - iii. Time for questions and sharing
 - iv. Will continue quarterly meetings

b. Reporting

i. Received 2nd quarter reports – qualitative not quantitative

1. Offering info session to all community partners – good feedback so far

7. Beneficiary Highlight: Alice Oliveira

a. Complex case

b. Discussion of need for portable O2 tank began in May 2022

c. On MassHealth (doesn't technically qualify)

d. 14K in bank account – claims it's son's money

e. Liberties being taken in info given

f. Alternative resources have been given, insistent the ARAW needs to pay

g. Pat Midurski has gone above and beyond

Report of Finance Committee: Chair Mary Ellis reported:

1. Committee Meeting – October 18th

a. Discussed Executive Director Discretionary Fund (EDDF)

i. Change from previous chair to current President

ii. Discussion to change amount to \$800

iii. Motion was made to approve revised EDDF policy, as distributed with change in amount from \$700 to \$800. SO VOTED

2. Motion made to approve September 2022 financials, as distributed. SO VOTED

3. Motion made to approved October 2022 financials, as distributed with change to accurately reflect YTD budget to -\$95,080.01. SO VOTED

4. Meeting with Bank of America and Investment Advisory Committee – October 31st

a. Update on 2nd quarter

i. Tough market – won't rebound any time soon

ii. Sarah Clark rebalanced holdings

iii. Rebalanced portfolio – performed better than if not rebalanced

Report of Visiting Committee:

1. Visiting reports: Gale Beaton & Rosemary Saber in place of Jo-Ann Beaulieu

a. Rae Sousa

i. Gale's 1st solo visit – visited for many years

ii. Would ride in wheelchair from Tripp Towers to NB library and beyond

iii. Stoic, didn't talk about self – opened up when talking about books

iv. Recently diagnosed with lung cancer (kept diagnosis to self)

v. Last six months in and out of the hospital

vi. In the end accepted situation – transferred to Tremont Rehab

vii. Shared with Rosemary she "had been unnecessarily private"

1. Rosemary said she had done so well for so long – Rae patted herself on the head

viii. Rosemary made tapioca pudding, Rae's favorite

2. Next month – Rosemary Saber

Report of Beneficiary Committee: Chair Pam McKnight reported:

1. A motion was made to accept recommendations from the Beneficiary Committee as distributed. SO VOTED
 - a. 18 requests (6 new), 10 updates (1 inactive)
 - b. Many complex living situations
2. New Beneficiary Highlights
 - a. Gloria Medeiros (76 y/o)
 - i. Caregiver for husband who has MS
 - ii. Has emphysema
 - iii. Debt – modifications made to house due to health
 - iv. “Together we make a whole person” – she has body and he has brains
 - v. Negative month end balance (MEB)
 - vi. Exception granted due to care given and received from another and portable O2 tank (perceived as more beneficial)
 - b. Holiday gifts
 - i. Motion made to send a holiday gift in the amount of \$150 to every active beneficiary as of 11/3/22 totaling \$28,350. SO VOTED

Report of Governance Committee: Chair Debbie Brooke reported:

1. No meeting in October
2. Board Engagement Survey will be sent following this meeting
 - a. Interest in committees and leadership positions
 - b. Return by Tuesday, November 15th
3. Succession Plans
 - a. Developed by Governance Committee to guide process - distributed
 - b. Governance committee appoints officers
 - c. President appoints chairs
4. Motion made to accept revised bylaw and constitution, as presented, distributed and discussed in October. SO VOTED
 - a. Will file new Constitution with state
 - b. Copies for handbook will be distributed next month

Report of Grants Committee: Chair Rosemary Saber reported:

1. Meeting 10/28
 - a. Opting for “Closed RFP” for FY24 – focus on current partners due to financial uncertainty
 - b. Total grant amount placeholder will be sent to finance in January, final number in March

Report of Legacy Committee: Chair Diane Laflamme

1. Committee down to three people until Jo-Ann returns

2. Conducting interviews with previous board members
3. First boxing day a success! – boxes to sort, deciding what to keep for archival purposes
4. Next meeting November 21st

Other Business:

1. New director of Housing and Development in New Bedford
2. Volunteer Policy
 - a. Handed out with acknowledgement
 - b. Will need to sign off yearly
 - c. Additional items distributed for board handbook: New Table of Contents, Spending Strategy and Succession Plans

The meeting was adjourned at 11:34 am.

Executive Session to follow.

Recorded by,
Jenny Costa, Office Administrator

Approved by,
Gale Beaton, Clerk