

Society of St. Vincent DePaul Exeter

Minutes January Board Meeting – 1/13/2021

Board Members Present (by Zoom): Rick Mahoney Chair/President, Dwight Totten Treasurer, Eileen Flockhart Vice President, Patty Lovejoy Secretary, Ron Suduiko, Kevin Joyce (ex officio), Danelle Pierce, Leah Grant, Christine Mont-Labutte and Molly Zirillo (ex-officio).

Kevin Joyce gave a prayer to open the meeting.

Minutes of the 12/9/2020 minutes were approved – **Motion by Dwight Totten, seconded by Eileen Flockhart**

Dwight Totten presented the Treasurer's Report (attached to minutes)

- He reviewed the grant report and noted two grants were received in December – the NHFB Produce grant and the Food Providers Network grant. He also noted that for the year 2020 grants applied for were \$101,500 and grants received were \$141,856. Multiple grants that were received had not been applied for.
- Reviewed the status of remaining restricted grant funds.
- Financially December was a very good month. Cash donations exceeded expenditures by \$247,875, primarily due to the success of the Annual Holiday Appeal.
- Reviewed 2020 actuals to budget – expenses were right on target, budgeted expenses \$318,657 and actuals \$328,676. Revenues were significantly above budget, budgeted was \$348,521 and actuals were \$1,052,442. The most significant factors in the increase were the estate bequeath, a significant anonymous donation and the success of the annual appeal.
- Comparison of 2020 and 2019 Holiday Appeal results.

Molly Zirillo presented the Executive Director's Report

- The part-time volunteer coordinator position is still open. It has been posted on NH Center for Non-Profits website.

- The VISTA position is also still open and is being promoted on a number of different venues.
- The Center has had a shortage of fresh produce. Christine has reached out to Saunders's Produce who supplies several businesses in the area. They are willing to work with us and provide us with the quantities we request.
- The 2020 Annual Report is in process, Hannah Beth has been working on "data mining" for the report.
- Discussion regarding the nutritional evaluation of the food we provide to our clients. Considering having a dietitian review the nutritional value of the food we distribute and make recommendation for changes. Discussions about way to engage clients in nutrition.
- There was a one day shut down of the Center on 12/23/20 due to potential Covid exposure. Concerned that it may happen again.
- There will be a new volunteer orientation Zoom meeting on 1/27/21 with 16 new volunteer candidates.
- NH Food Bank contacted us regarding grants for refrigeration units. We have applied for a grant for a commercial grade double door refrigeration unit.
- The Catholic Center Gathering, that is usually a 3-day event in Washington D.C., will be held virtually 2/6 – 2/9. If anyone is interested in attending, they should let Molly know.

Fund Raising Committee Report. Rick reported that over 100 letters are in the process of being mailed to all 2020 major donors.

Volunteer Committee. Kevin reported on the recent Zoom meeting. It was uplifting to report that many of the committee's previous recommendations have been implemented. The new areas of focus are how to keep currently inactive volunteer engaged, recruitment of part time volunteer coordinator, safety of volunteers and moral and retention of current volunteers. Discussion regarding using more video communication.

The Board had a discussion of the dental van. The van is only being used once a week for medical services. Families First has not gotten back to Molly regarding future of the program. There was a discussion regarding the possibility of vouchers for client to use with area dentist. Patty Lovejoy will reach out to Delta Dental regarding any help they may be able to provide.

[illegible]

Grant Application Status Report December 2020

Date Submitted	Grantor	Purpose of Grant	Requested Amount	Status	Date Notified	Granted Amount
On-Going	Salvation Army	Vouchers for Purchases Food & Dental	\$1,500	Received	Jan-20	\$1,500.00
On-Going	Exeter Area GFWC	NHFB Purchases		Received	Jan-20	\$2,279.00
January 2020	Bishop's Charitable Fund	Summer Food Program	\$5,000	Received	Mar-20	\$5,000.00
	Rice Bowl	Food	\$1,000	Not Approved	Apr-20	\$0.00
March 2020	People's United Bank - Dairy Program	Changed to General Operating Support	\$8,000	Received	May-20	\$4,000.00
2019	Town of Exeter Human Services	Assistance For Exeter Residents	\$7,000	Received	Mar-20	\$7,000.00
	United Way of Mass Bay & Merrimack Valley	COVID - 19 Direct Assistance		Received	Mar-20	\$10,000.00
	NH Charitable Foundation	COVID - 19 Direct Assistance Unrestricted		Received	Apr-20	\$5,000.00
	Liberty Mutual Insurance Charitable Fund	COVID - 19 Direct Assistance Unrestricted		Received	Apr-20	\$1,000.00
	Maul/Fountain Family Charitable Fund	\$2500 Organic Food, \$2500 General Use		Received	Apr-20	\$5,000.00
April 2020	Cambridge Bank & Trust	Summer Food Program	\$5,000	Received	Jun-20	\$1,000.00
April 2020	Connections for Health	COVID-19 Food Purchases	\$10,000	Received	May-20	\$10,000.00
April 2020	Housing Action NH	Homeless Assistance	\$9,000	Received	May-20	\$9,000.00
June 2020	TD Bank	Dairy Program	\$5,000	Not Approved		\$0.00
June 2020	Nourishing Neighbors Summer Meals Grant	Summer Food Program	\$5,000	Received	Aug-20	\$5,000.00
	Hunger Free America (Albertsons/Shaws)					
June 2020	EFSP Phase 37 & CARES Phase 37	Food & Utilities	\$10,000	Approved	Nov-20	\$10,000.00
	Fullwood Foundation	Food		Received	Jul-20	\$9,000.00
July 2020	Seacoast Food Providers Network	Food	\$5,000	Received	Aug-20	\$1,000.00
	Anonymous	General Purpose		Received	Jul-20	\$4,000.00
	Adie Family Foundaton	General Purpose		Received	Jul-20	\$500.00
	United Way of Mass Bay & Merrimack Valley	COVID - 19 Direct Assistance		Received	Jul-20	\$5,000.00
	Adams Stock Grant	Rent Relief(1 Year); General Purpose Year 2 +		Received	Aug-20	\$10,577.63
	NHFB Produce Grant (Expires Nov 30, 2020)	Farm & Food Stand Meat, Dairy & Produce		Received	Aug-20	\$1,000.00
October 2020	Eventide		\$25,000	Approved	Nov-20	\$25,000.00
October 2020	Salvation Army	Food		Received	Oct-20	\$4,000.00
November 2020	NHFB Produce Grant (Expires Dec 30, 2020)	Farm & Food Stand Meat, Dairy & Produce		Received	Nov-20	\$500.00
December 2020	NHFB Produce Grant (Expires Dec 30, 2020)	Farm & Food Stand Meat, Dairy & Produce		Received	Dec-20	\$500.00
December 2020	Food Providers Network	Food Purchases and Operations	\$5,000			
	Thomas Haas Fund (NH Charitable Fdn)	Meal Delivery & Services		Received	Dec-20	\$5,000.00
Totals			\$101,500			\$141,856.63

TREASURER'S REPORT FOR DECEMBER 2020

DONATIONS AND DISBURSEMENTS

During December:

- o Cash Donations totaled \$282,558.
- o Client, Operational & Mortgage Cash Expenditures totaled \$34,683.
- o Cash Donations exceeded expenditures by \$247,875.

The Annual Holiday Appeal for the period of November 25 through December 31 received \$285,204 versus \$147,157. The mailing and follow ups were very successful and greatly increased the online donations.

	<u>4th Quarter</u>		<u>2020</u>	
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>
Revenue	\$162,578	\$360,194	\$348,521	\$1,052,442
Expenses	<u>\$ 85,002</u>	<u>\$103,669</u>	<u>\$318,657</u>	<u>\$ 328,676</u>
Net	\$ 77,756	\$256,525	\$ 29,864	\$ 723,766

Organizations contributing this month included COGNIA, Provost Landscape, Stratham Circle Nursery, Give With Liberty, Christ Church Episcopal, Stockbridge Funeral Home, Bernier Corporation, Service Credit Union, Gilman Grange 1P of H, PEA Winter Festival, Aroma Joe's, Fisher Auto Parts, Convenient MD, Church World Service, Acorn Hill Appraisal, Hampshire Fire Protection, AutoFair Nissan, COBHAM Antenna Systems, NH Center for Nonprofits, Stratham Teachers, Exeter Bandstand Book Club, American Legion Post 32, St. Thomas Aquinas High School, Exeter Hospital Medical Staff, Donohue, O'Connell & Riley PLLC, Longchamps Electric, New Hampshire Machine Products, Caring & Sharing, Kensington Elementary School, Perry Plumbing & Heating, Northeast Rehabilitation Hospital, Granite United Way, First Congregational Church, St. Michael Parish, EFSP Phase 37, Eventide Home, NH Catholic Charities, NH Charitable Foundation.

FUND BALANCES

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>START OF YEAR</u>
Operating Expense Funds:	\$ 336,449	\$ 254,177	\$ 245,670
Money Market Funds	\$ 482,387	\$ 482,102	\$ 0
Grant Project Funds:	\$ 65,914	\$ 39,343	\$ 29,291
Reserve Funds:	\$ 195,574	\$ 151,415	\$ 148,070
Endowment Fund	\$ 100,542	\$ 20,455	\$ 20,032
Mortgage Balance	\$ 167,881	\$ 170,354	\$ 191,482

DECEMBER ACTIVITY

During December, St. Vincent de Paul had:

	<u>THIS MONTH</u>	<u>YEAR TO DATE</u>	<u>2019 YTD COMPARISON</u>
Client Households Served	285	2,334	-14%
New Client Households	38	244	-12%
Food Bags Distributed - Clients	4,280	33,613	+14%
Food Bags Distributed – Agencies	108	2,948	-29%
Total Food Bags Distributed	4,388	36,561	+8%
Meals Provided	38,029	316,862	+8%
Dental Van Clients	0	5	-95%
Dental Hygiene Clients	0	0	
Dental Client Subsidies	\$ 0	\$ 2,621	+55%
Food Purchase Expense	\$4,260	\$42,035	-0%
Rent/Mortgage Assistance	\$ 0	\$ 4,110	-34%

During December, 66 (23%) of households served were homebound seniors. Households served in December increased 21% as compared to December 2019. The dental van has not served any dental patients since January.

Food was donated to New Generation Food Pantry, Hampton SVdP Food Pantry, Seabrook Food Pantry and Newmarket Food Pantry. Bags per client were 14.4 as compared to 10.8 in 2019.