

## Minutes

### Perinton Ecumenical Ministries, Inc.

### (dba Advent House and Sweet Charity)

#### QUARTERLY MEETING OF MEMBERS AND DIRECTORS

#### Monday, February 13, 2023 at Perinton Presbyterian Church

**Directors Present:** Kevin Cooman, Ray Buchanan, Judy Burgeson, Rick Hill, Brent Smith, Dave Wideman, Leonor Rivera

Director Absent: George Havens, Jim Brekovsky, Susan Amrine, Pat May, Julie Wood

**Others Present:** Ray Wager, PEM treasurer

The meeting was called to order at 7 PM with a prayer by Kevin

The minutes of the December 2022 Quarterly Meeting were reviewed. Rick moved, Dave seconded a motion to approve the minutes as amended to correct spelling from “Acclimation” to “Acclamation” Motion was approved

See the several reports for this meeting on the website – Volunteer Coordinator, Finance Committee Minutes, and 7 mo. Financial Statements for Advent House and Sweet Charity.

Also, see Glenda’s report on the website, that was uploaded after this meeting.

Kevin handed out a detailed listing of current Advent House and Sweet Charity staffing showing the substantial number of paid positions to run the two very different operations: a health care facility, and a retail store. This is a substantial change from the pre-pandemic years.

Kevin and Ray Wager described the changed conditions at Advent House that make management and staffing more difficult as well as more expensive (reference the Advent House and Sweet Charity financial reports on the website) and continue to put serious pressure on finances as shown in the balance sheet and P&L statements:

-There is more variation in the number and timing of residents served, *e.g.*, there is more turnover of short stay residents, referral of residents we cannot serve, and the “rhythm” of operations (one resident, two residents or no residents day to day) makes volunteer planning and assignment more challenging. Availability of other end of life care venues also presents “competitive” challenges.

- Paid staff is necessarily paid regardless of the resident occupancy, in order to maintain them as Advent House employees, as they otherwise could take other employment opportunities.

- Systems, such as for fund raising, need modernizing, e.g. new software including cloud support which also support working from home for some management activities.

- Future leadership for both Advent House and Sweet Charity is in transition. The path forward will depend partly on the Executive Director's plans, but is important to resolve as Advent House moves forward in order to address the challenges faced regarding both operations and finances, and the adoption of new ideas from new staff, especially fund raising.

- For Sweet Charity, revenues are down year to year, in part due to lower furniture donations and the effect of inflation and uncertainty on consumer spending.

-----  
See the two documents on the website for the RBJ Health Care Honorees and recognition event, including recognition of Glenda for her Lifetime Achievement Hero Award. Cost of table sponsorship is prohibitive, so we will wait see the cost of individual tickets to determine who may wish to, and can, attend.

Note the Gala April 15, 2023 6 PM at Monroe CC and the Golf tournament at place and date TBD in September.

The meeting was adjourned by acclamation.

Next Quarterly Meetings: June 5. 7 pm at United Methodist (Rick Hill hosting).

Respectfully Submitted,

*Brent Smith*

Brent Smith, Secretary