

Perinton Ecumenical Ministries, Inc.
Board of Directors Meeting - September 13, 2021
Via Zoom

MINUTES

Present: Directors S. Amrine, J. Burgeson, K. Cooman, G. Havens, P. May, D. Wideman,
R. Buchanan, R. Hill, L. Rixner, W. Knapp
Ray Wager, Treasurer
Executive Director Glenda Hastings

Absent: Directors N. Hutchings, J. Burgeson, Brent Smith

K. Cooman called the meeting to order at 7:03 p.m, and opened with prayer and devotional. In the absence of B. Smith, K. Cooman will serve as Secretary *pro tem*.

A correction to the minutes of the June 2021 meeting was noted: W. Knapp was present. P. May moved, seconded by R. Buchanan, that the minutes of the June 2021 quarterly meeting of the Board be approved. MOTION UNANIMOUSLY APPROVED.

REPORTS

Treasurer's Report

R. Wager reviewed the financial report for the full fiscal year ending June 30, 2021. A question about the Capital Reserve fund was answered with an explanation of its importance as a set aside against future major capital expenses, such as a new roof, HVAC replacement or the like. Over the past year, several smaller capital improvements have been addressed, paid out of operating income, rather than from the Capital Reserve Fund.

G. Havens moved, seconded by D. Wideman, that the treasurer's report be accepted. MOTION UNANIMOUSLY APPROVED.

Executive Director's Report

G. Hastings supplemented her written report with additional comments. Work continues in planning for potential reopening of the House. Having two residents is the goal. Having adequate staffing is a primary constraint and concern, and will involve multiple new positions and significant addition cost. There will be significant changes in the rules of the House to forestall infections, e.g., limited use of the living room, masks at all times for all, regardless of vaccination status. Other comfort care homes are experiencing similar challenges, caused by a shortage of nurses and caregivers, and the escalating cost of obtaining those services.

Open Houses to recruit new volunteers, and to encourage return of prior volunteers are scheduled.

Sweet Charity continues to grow in visibility and profitability. Because we have had no residents at the House, the staff has been able to spend significant time at the store to cover responsibilities there. When the House reopens, the allocation of staff to the House and to the store will need to be reassessed.

The annual golf tournament on Friday, September 17 has a full field. Dinner will be able to be served this year at the Victor Hills Golf Club venue, in the covered but outdoor setting.

Amy Hillyer, the new Advent House bookkeeper, has replaced Jeannie Kremers, who has retired. Amy has proved to be a great new addition to the staff, given her substantial financial background as a branch bank manager. She has stepped into Jennie's place on the Finance Committee.

The Board encouraged G. Hastings to continue working on plans for reopening, with the assurance of support for the changes and increased costs which will be necessary.

S. Amrine moved, seconded by L. Rixner, that G. Hastings' report be accepted. MOTION UNANIMOUSLY APPROVED.

There being no further business, P. May moved, seconded by D. Wideman, that the meeting be adjourned at 7:45 p.m. MOTION UNANIMOUSLY APPROVED.

Respectfully submitted,

Kevin S. Cooman, Secretary *pro tem*