

**Perinton Ecumenical Ministries, Inc.
Board of Directors Meeting
September 10, 2018 @ Bethlehem Lutheran Church**

MINUTES

Present: Directors S. Amrine, R. Buchanan, J. Burgeson, G. Havens, R. Hill, P. May, C. Meighan, B. Orsini, L. Rixner, B. Smith, D. Wideman
Raymond F. Wager, Treasurer
Kevin S. Cooman, Secretary
Executive Director Glenda Hastings

Absent: Directors R. Hill and W. Knapp

President B. Orsini called the meeting to order at 7:00 p.m, and opened in prayer.

After slight corrections to the minutes of the June 2018 meeting, D. Wideman moved, seconded by P. May, that the minutes be approved. MOTION UNANIMOUSLY APPROVED.

REPORTS

G. Hastings distributed her written report, and supplemented it orally. There are two current residents at Advent House. At times a nurse is employed on a per diem basis to provide coverage. A budget for the Sweet Charity operation, and for Advent House itself was prepared. The golf outing at Victor Hills later in September has nearly a full slate of golfers. A full cleaning of Advent House was recently accomplished.

At Sweet Charity, all the soft furniture, like couches and chairs, have been sold, and replenishment of those goods is the greatest ongoing need. Limited pick-up and delivery is now available as well. In the 148 days that the shop has been open, the gross revenue is \$118,000. There are plentiful volunteers for the shop – in contrast to the need for volunteers at Advent House itself. Traffic to the shop may increase more, as Steve's Diner is opening a location in the plaza, and is expected to draw a crowd. G. Hastings noted that the ideal location of the shop has resulted in shoppers coming from a wide geography.

Thanks was expressed to Becky Orsini for her service as President, as she now moves with her family to Maryland this fall.

G. Havens and B. Orsini did an annual review, and there has been a preliminary discussion of succession for roles.

R. Wager distributed and reviewed the financial report for the fiscal year ending June 30, 2018. There is \$43,677 set aside as capital reserve funds. The fixed asset valuation is after

depreciation. The Sweet Charity net revenue for the initial few months of operation through the end of June 2018 was \$12,234, after payment of all expenses, including all the start-up costs.

P. May moved, seconded by R. Buchanan, that the Treasurer's report be accepted.
MOTION UNANIMOUSLY APPROVED.

The Annual Report was sent out in advance to the Board. P. May moved, seconded by R. Buchanan, that the Annual Report for the year ending June 30, 2018 be approved. This will be distributed to the pastors and other appropriate staff or ministry leaders at the churches by J. Burgeson.

Some modifications will be made to the PEM-EMP website, with the Communications Committee to follow up on this.

A luncheon with the Perinton pastors is scheduled for Tuesday, November 13. R. Hill be will be asked to lead this.

A special meeting of the PEM and EMP board will held next week at St. John of Rochester to review governance issues, and the near-final draft of the revised bylaws. Mary Ognibene, Esq., from McConville Considine Cooman & Morin, P.C., who has been working with the ad hoc committee for this revision project, will be present to review the new bylaws and highlight the changes.

There was some discussion of insurance and bonding issues with respect to Advent House finances. This subject needs further review.

Although some contact has been made with Fairport Community Baptist Church dba Greystone Church (a member church), no designated representative has been appointed by the church since K. Cooman left that position and assumed the Secretary's role on the PEM and EMP boards. The issue of follow up on this will be revisited in the future.

D. Wideman has been appointed and agreed to serve as Chair of the Nominating Committee, with responsibility for identification of candidates for officer positions for the next year.

The December 3, 2018 quarterly meeting of the board and annual meeting of the members will be held at Risen Christ Lutheran Church on Moseley Road at 7 p.m.

There being no further business, the meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Kevin S. Cooman, Secretary