

**MEALS ON WHEELS OF WESTERN BROOME - ANNUAL MEETING MINUTES - JANUARY 27, 2011**

**Member in attendance:** Marilyn Weston, Shirley Griffith, Janice Terwilliger, Ron Smeltzer, Dave Sedelmeyer, Louis Alfonsetti, John McDermott, Tim Hayes, Rose FitzGerald, Chris McClean, Barbara Brundage.

**Members absenet:** William Davies, David Berger, Mike Miller, Charles Barrett.

**Staff in attendance:** Sue Jacobs, Judy Harley.

Meeting opened with pledge at 1:10pm.

We had a great 2010 Thanks to staff still doing a good job of controlling cost.

**Treasurers Report:** 2010 a financial success. Profit of \$19,024, caused with increases in revenues along with containment of expenses. Donations/membership-\$63,976. Meals-\$271,913. Memorials-\$12,385. Town of Union grant-\$24,000. Fund raising events: \$6,513. Volunteer Dinner-\$2,852. Expenditures-\$364,917. Following discussion, Tim Hayes made motion to accept budget, 2nd John McDermott.. Lou Alfonsetti recommends changing procedure, so that board is informed of salary plans. At present, financial committee decides and implements. Does NOT go to board. Lou made motion that after financial committee decides, it should be sent to board for comment. 2nd Dave Sedelmeyer.

**Executive directors report:** Thanks to all board members and volunteers for help in the past year. Thanks to Tim Hayes, Ron Smeltzer and Bill Davies--they are retiring this year. We served 77,878 meals to 463 people in 2010. Meal increase effective January 2011 is \$4.10 for the hot meal and \$2.10 for the cold. The board voted and approved to apply for the Town of Union grant for contract year 2011-2012. Application for Wal-Mart grant needs to be submitted by February 28, 2011. Will request funding for: walk-in freezer door, walk-in refrigerator floor, update PC's & system, clothes dryer and meal bags.

**Volunteer Coordinator report:**We have 320 active volunteers at present. Since our last meeting the "continuous bottled drive" brought us \$78.00. The week before Christmas we gave away 30 ten dollar gift certificates for Kwik Fill. This in turn, brought us more donations than ever for our gasoline fund. We will use the money we accumulate between now and April to buy gift certificates for local restaurants. They will be raffled off in volunteer room during National Volunteer Recognition Week at the end of April.

**Committee Reports:**

**Fund Raising:** Final Subaru total \$1100. 2011 plans; Feinstein, BonTon(sell coupon books) Dougs fish fry, July 27th, Flower sale? Quilt raffle, Big 50-50 raffle-summer, Pasta dinner@Sons of Italy, Subaru 2011, apple fest Sept 24-booth and 50-50.

**Strategic Planning:**Emergency preparedness plan and disaster recovery plan reviewed, holes identified, additional information needed from Sue and Cheryl. Needed: Identification of long term emergency backup facility, data storage location, facility evacuation plans, internal computer network configuration, software (quickbooks and additional serve tracker copy.)

**Publicity Report:** 2010 plan summary: 5 major plan subsections, 46 activities. All 5 sections were addressed. 34 subsections completed; 2 tabled until 2011. 42 activities completed; 1 canceled; 3 still

working.

**Nominating committee:** No new members. Did not have a vote on new board members or officers. Will have a meeting to decide.

Meeting adjourned at 2:15, board meeting to follow.

Respectfully submitted, *Rose FitzGerald*

### **BOARD MEETING - JANUARY 27, 2011**

Regular board meeting immediately after annual meeting.  
Attendance, pledge and all reports done at annual meeting.

**Secretaries report:** accepted. first Lou Alfonsetti, 2nd Barb Brundage.

**Old Business:** Bill Davies had requested a review of capitol reserve. Will ask Charlie to request a meeting with Glen Wood organization. Sue will get with Charlie with a date.

**New Business:** kitchen salaries are low, not sufficient to keep help. Three percent raises given, but expectations not met. Sue will meet with employees for a discussion and show them financial report. While they deserve more, we can not afford more.

Lou Alfonsetti resigning from board.

Motion to adjourn Ron Smeltzer, 2nd Barb Brundage. Meeting adjourned at 3:30.  
Next meeting March 15, 2011 at 3:30.

Respectfully submitted,

*Rose FitzGerald*