

PARTNERSHIPS CENTER FOR ADULT DAY CARE, INC.

BOARD OF DIRECTORS MEETING
THURSDAY, AUGUST 9, 2018

Present: Shirley Pripstein, Dan Skibitcky, George Alexander, Patricia Gilmore, Elizabeth Leonardo, Jeanne Folsom. Also present: Valerie DellaRocco-Civitello

Shirley called the meeting to order at 12:05 pm.

APPROVAL OF MINUTES: A motion was made, seconded and unanimously approved to accept the minutes of the August 2, 2018 meeting with one correction (second page, first paragraph) – the sentence should have read, ‘Shirley suggested forming a subcommittee (perhaps Jen and Dan) to look into sending out proposals to various cleaning companies...’ (Liz/Dan)

DIRECTOR’S REPORT:

Val highlighted the following:

- CNA situation is very good – Lamesha, Alexis and Franchesca are working on a rotating schedule; another, Emily Palumbo, will work per diem as a backup
- CDBG Grant (\$16,000.00, disbursed in two installments) Val clarified that these monies can only be used for the food program; must submit invoices from Lindley Food Services to the Town of Hamden proving what was spent and on what items
- A new client is attending two full days per week; a potential admission may be coming from Bethany if transportation works out
- Clelian has a new website. Val suggests we take a look at this, and others – Mary Wade Adult Day Care, Orchard House in Branford, etc.
- Marybeth Keily is very excited to begin her new job; Val sent her an employment application; the background check came back clean
- Cheryl Santore, a former candidate for the Director’s position, finally got back to Val; if Marybeth doesn’t work out for whatever reason, Cheryl would still be interested; would also be willing to work per diem as a backup if needed once she gets her nursing license reinstated

NEW BUSINESS:

Highlights:

- Shirley suggested opening a line of credit with Partnerships’ bank, but will research the personal liability factor first
- Jeanne will check with the Tax Assessor’s Office to see why, as a non-profit, we pay property taxes to the Town for the copier
- Vicki gave us a general rundown of monthly expenses (July, 2018 - \$19,067.15); all figures will be available next week at our regularly scheduled monthly meeting
- Letters to the families/caregivers will go out: a ‘goodbye’ letter from Val; a ‘welcome/introduction’ letter from the board (Shirley will compose)
- Jeanne will check with the Hamden Healthcare Council Board to see if Shirley could come speak about Partnerships at one of their monthly meetings

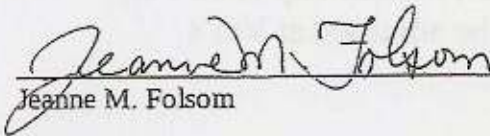
- Pat would be willing to approach WQUN Radio if someone could write a brief synopsis for her ahead of time; Shirley will help with this

OLD BUSINESS:

Highlights:

- Fundraising: After much discussion and many suggestions, we will begin by approaching surrounding towns that Partnerships has served, funding agencies, Amity Club, Probus Club, United Way, Jewish Federation, etc.
- Shirley hopes to have a draft of the Director's contract for next week's meeting; would like to have it signed by Marybeth at least one week in advance of her starting
- Considering having small subcommittees: fundraising, maintenance, budget, etc.
- George generously/graciously stands by his word that he will help Partnerships with a donation from his own funds; expects a check to arrive shortly (he will bring some info to the next meeting that Jen can add to the website outlining the channels to follow if anyone would like to consider doing the same)

Respectfully Submitted:



Jeanne M. Folsom

NEXT MEETING: Thursday, August 16, 12:00 noon