

## Minutes of the Board Meeting Partnerships Adult Day Center 22 August 2019

Called to order at 12:15 PM

Attendees: Dan, Skibitcky, George Alexander, Jennifer Brosious, Liz Leonardo, Shirley Pripstein, Diana Sarro, Patricia Burke, and Patricia C Vener-Saavedra.

1. Deputy Director's Report - One of our clients, Sandy Tolson died recently and she will be missed. Mary Underwood is hosting an evening of information dissemination from which we hope to gain more clients. This will take place in October or November. There will be a follow-up with Maria Tomasetti (Director of the local chapter of the Alzheimer's Association) regarding Walk to End Alzheimer's

2. Old Business -

- Hamden Adult Education accepted the information session we proposed: "Adult Day Care, It Does Matter." Fee is \$10.00 USD and light refreshments will be provided. October 3 5:00 to 6:00 PM.
- Senior and Caregiver Resources Festival participation at Miller Senior Center. We need Poster Presentation tri-fold panel, candy for giving out to participants, and our other (usual?) informational brochures.
- Mary Beth's computer issues Shirley mentioned that George's July 26th email resolved and closed all issues.
- Janet executed her proposed backup plans, but we still have as old business a long term backup process for both office computers.

3. Treasurer's Report:

- Income for this past month \$15446.62 Expenses \$19,296.14 resulting in a \$3849.52 deficit. Checking balance end of July 13: \$2,704.55, and at 22 August: \$ 10,821.00. Reserve account: \$26,824.61. We are losing almost \$4,000 per month and we will be out of business in six month if we can't turn this around.
- Randi, the bookkeeper is going to sit with Vicki to look at our books set up with respect to integrating Quickbooks with a spreadsheet appropriate to our needs.

4. New Business:

- Tuesday Recreation person (Stephanie) is no longer doing her Tuesday shift, only the second day and it appears she will be leaving. Liz suggests a possible intern from Southern University and Pat suggests a possible Quinnipiac student to replace her. They will investigate these possibilities.
- University of Bridgeport will be sending two students for their clinical internships (when?)
- MaryBeth has fallen behind on client notes and Peer Review preparation. Patricia will work with MaryBeth on the Peer Review preparation starting next week.
- Shirley is going to contact the Social Action Committee at Mishkan Israel to see if they will volunteer socially at Partnerships.
- We need a CPA or very good bookkeeper on the board.
- Board list needs to be updated (before Peer Review)

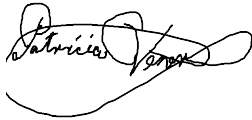
- Lindley rodent droppings has not really been dealt with yet.

5. Fundraising:

- September 8th event at private home. We need to find out who our State Representative is.
- Janet sent out 500 invitations and got \$625.00 from her Birthday fundraiser
- Liz had a birthday fundraiser and will be sending in the donations
- Jennifer's mother's birthday is coming up and she might be able to set up a fundraiser for it.
- Alzheimer's walk is September 29th - we have not yet set up our team and none of us knows what to do
- Can we get a Proclamation from the Mayor's office as he does for other groups and non-profits. It would be cool to get his picture outside in front of our sign.
- Comcast letter has been sent.
- Still need to contact Representative DeLauro, contact "Estates and Trust."
- Our ad in the Temple Beth Shalom bulletin has been shared on Facebook. (It would be nice if other people shared our page posts, too)

5. Moved to adjourn, all approved. time 1:35 PM

Next meeting is scheduled for 19 September 2019

A handwritten signature in black ink, appearing to read "Patricia C Vener-Saavedra". The signature is written in a cursive style with some loops and flourishes.

These minutes signed by Patricia C Vener-Saavedra, Secretary