

PARTNERSHIPS ADULT DAY CENTER
Minutes of Board of Directors Meeting
December 15, 2022

The meeting was called to order by Pat .

Members Present: Pat Gilmore, Shirley Pripstein, Patricia Vener-Saavedra (late), George Alexander, Janet Emanuel, Diana Sarro

Members Absent: Dan Skibitcky (sick), Jennifer Brosious

Before any item on the agenda could be taken up, there was a discussion as to the status of Marvin Arotsky. The consensus was that he is not currently on the board. George will remove his name from the board of directors e-mail.

Potential new board member Britt Ignace was observing the meeting. We went around and introduced ourselves and our reasons for being on the board.

Approval of the Minutes – Janet moved acceptance of the minutes of the November 17, 2022 meeting as drafted. Before the motion could be seconded, George protested that the minutes don't state which prior meeting's minutes were approved. Janet amended her motion to approval of the minutes of the November 17, 2022 meeting with the clarification that the minutes approved at that meeting were the minutes of the October 20, 2022 meeting. George seconded the motion as amended. The minutes were unanimously approved.

Director's Report: Vicki's reports were reviewed by all, but since Vicki was on vacation and not present, there was limited discussion.

- George stated that he was notified by Webster Bank of a deposit in excess of \$20,000 and he wondered where the money came from. Shirley said that Vicki had commented that the CDBG funding had come in, and she speculated that that was the likely source of the funds. George said that the deposit was \$25,000 and the CDBG funding was only \$18,000, so that was not a complete explanation, and in any case it was not shown in the report

and should have been. Shirley added that that the report did not include a change in the fund balance and stated that it should. She said she expects to have time in February to sit with Vicki and work with her on the reports.

CAADS Report – Lucille was on the CAADS call, but she is not available to make a report. Janet moved that Lucille report to Vicki, and that Vicki include the CAADS report in her Director’s report. Motion seconded by Shirley. Motion approved unanimously.

PRESIDENT’S REPORT

- Instagram– Pat met with Danny, a former student intern at Partnerships, re Instagram. Danny installed the app on her phone, but she does not know how to use it yet.
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- Lists – Pat pointed out that we do not have a marketing list and we do not have an e-mail list - we have bits and pieces. Janet said we needed a volunteer to come in and put it all together. Diana said we could have someone part time.
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- Consultant – Shirley asked what happened to the consultant. Diana said that that was still on the table – the money is there. Janet said that were supposed to do a board self-evaluation, but the board decided we would use the money to train Vicki and Pat. All we need to do is contact the consultant. Shirley said she knows him and ran into him at social event and obtained his contact information. Shirley volunteered to arrange a meeting between Pat and the consultant, whose name is Steve Eppler-Epstein.
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- Alzheimer’s Meeting/Talk – Pat will arrange something for February
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- Chamber of Commerce – As directed by the board, Pat obtained more information about the New Haven Chamber of Commerce. Their annual fee for membership \$495, and that that does not include the Quinnipiac area: Hamden, North Haven, and Wallingford. Pat said she got a better feel from the Hamden Chamber of Commerce: she thinks the New Haven group is dominated by large businesses, while Hamden is more small business

oriented. Hamden is also cheaper at \$250 per year for us because we are a non-profit. For that fee, we would get one free mailing to their mailing list, plus an additional mailing for \$50. We don't need to vote on it because there is already a marketing line in the budget and this comes under marketing. Pat will direct Vicki to join.

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- Board Meetings – Pat wondered if a change in meeting time to evening hours would make it easier to recruit more board members. Britt said she could do either time. Diana said it was easier for her at lunchtime but noted that it would be better if we could keep our meetings tight.

OLD BUSINESS –

- Lease – Shirley is supposed to be drafting a lease. Janet suggested just asking Dan for a copy of the prior lease – she said there must have been one at one time.
- Energy Audit – Pat reported that the paperwork was sent in but that we have not received a response yet.
- Giving Tuesday – Janet said that donors should receive a letter acknowledging the gift and thanking the donor. She will see to it.

Motion to Adjourn was made by Shirley. Seconded by Janet. Motion approved unanimously.

Next meeting: Thursday January 19, 2023 @ 12:30 p.m.

Respectfully submitted,

Shirley M. Pripstein
Secretary