

# MINUTES FOR St. ANDREW'S CONFERENCE MEETING

**Date: 04/12/2021**

**Call to Order/Opening Prayer:** Father Greg ( ) Martha (x) Other ( ) Time: 5:00 pm

If you have a special case, do you have your forms filled out and emailed to the Special Case Committee?

**Spiritual Reading:** Fr. Greg ( ) Margaret (x) Other ( )

**Who are you??!**

**Minutes of Previous Meeting:** (x) Read/Approved; Approved with Changes ( ) Ann L made a motion to approve the 22 March minutes. Diane seconded. Motion passed. Ann L. made a motion to approve the 5 April minutes. Toni seconded. Motion passed.

**Attendance: Total Active Members (35); LOA (1) Present (29) Absent (6) Quorum (17)**

<b>MEMBERS</b>		<b>MEMBERS</b>		<b>MEMBERS</b>		<b>Associate Member</b>	
Al	x	Hilary	A	Michaela	x	Maria	A
Ann F.	A	Ilona	x	Michael C	x	Barbara	A
Ann L.	x	Janet	x	Mike F.	x		
Bryant	Ex	Jerry	x	Norm	A	<b>Visitors</b>	
Dennis	x	JoAnn	x	Pauline	x		
Diane	x	Jose	x	Sandra	x		
Dotti	x	Kathy	x	Scotty	x	<b>Training</b>	
Estela	x	Larry	x	Toni	x		
Francisca	x	Margaret	x	Yolanda	A		
George	x	Marge	x				
Gini	x	Martha G.	x				
Glenn	x	Mary Ellen	x	Father Greg *	A		
Gloria	LOA	Mary	x	Stan *	A		

**Absent plus 30 days:** \*Stan and Father Greg - Not included in Quorum

**Unfinished Business:**

- **Status of Grants:**
  1. SVdP received a letter stating we were approved for the \$5,000 Legacy grant.
  2. SVdP applied for a \$6,000 grant from Arizona Complete Health and Care First. If approved the funds will be used for utilities.
  3. A column will be added to the Special Case tracking form to annotate how many friends are being helped with each special case. This will help Scotty with reporting requirements.
- **Status of Parking lot paving**
  1. The paving area will be 12x66 and allow for 5 or 6 parking spaces.
  2. Pauline will meet with a person from Mr. Fix It next week to get a quote for using concrete instead of asphalt.
  3. Asphalt is probably cheaper but will not hold up as well as the concrete.
  4. Matt McLachlan, Sierra Vista community development director said that the city would commit to cover \$15,000 of the cost.
  5. Stan will designate an area in front of the conference building to use for two handicap parking spaces.
- **Status of new computers:**
  1. Both new computers are connected to the network and ready for use.

- SVdP Communal Mass: Tuesday 13 April 9:00 a.m.

## **New Business:**

### 1. Upcoming events:

- Need to pare down list of signers in checkbook.
  1. There are currently 32 signers on the checkbook.
  2. The finance committee will meet on 16 April and the board will meet on 20 April. Both groups will discuss the feasibility of removing some Vincentians from the checkbook as signatories.
  3. If you are removed, you will still write the check and fill out the check stub. Once you have done that, a Vincentian working with you, that is still a signatory, will sign the check.
- Thoughts on opening up conference building to our friends.
  1. After some discussion, Ann L. was designated as the committee chair for determining the path forward, and the procedures to follow, for opening up the conference building to our friends. She will select other Vincentians to serve on the committee with her.
- Finance CMTE recommendation heaters at the store.
  1. Two bids were received for upgrading the heating systems at the Thrift Store. AZ Comfort systems bid was \$6,700. Bergs bid was \$6,100. Bergs also provided a bid of \$3,000 to replace the non-functioning heater in the back room. Dennis recommends accepting Bergs bid. Bergs did a thorough inspection of the building and electrical and provided a detailed plan along with their bid.
  2. The Finance Committee will review the bids at the 16 April Finance Committee meeting.
- Ideas on finalizing an approved special case.
  1. Approved special cases sometimes require several hours of additional work for Vincentians on the following days. If you have an approved special case and want assistance finishing the case (writing and delivering the check) call the conference and ask a fellow Vincentian if they are willing to write the check and deliver it for you. They will also need to annotate in the friend's file that the check was written and delivered. You can also provide a write up via email to Blanca. She will copy and paste your write up into the friends file.
  2. Also, ask the apartment complex managers if they are willing to pick up the check.

2. Home Visits: None

3. Special cases: UW Rent: \$17,631. UW Utility: 18,484. SVdP Special Case: \$21,337.

4. Vincentian Reports on difficult or touching cases: None

5. Conference Members Sick or in Distress / Prayers for others: emailed separately

6. Vincentian Schedule: Will be emailed separately

7. For the good of the order:

- The Legacy Foundation has an APP. Martha will post a news article at the conference about the APP.

**Closing Prayer:** Fr. Greg ( ) Martha (x) Other ( )

Adjourned: 5:50 p.m.

Recorder: Mary (Secretary) (x) Other - ( )