

# MINUTES FOR St. ANDREW'S CONFERENCE MEETING

**Date: 06/14/2021**

**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 ( ) Francisca made a motion to approve the minutes. Gloria seconded. Motion passed.

**Attendance: Total Active Members (33); LOA (0) Present (18) Absent (14) Excused (1) Quorum (16)**

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

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

## **Unfinished Business:**

### 1. Status of Grant Application

- Scotty is going to submit another grant application for \$5,000 to the Legacy Foundation. Prior to submitting the application he will provide a letter to Legacy Foundation stating how we adjusted our operations during COVID and how we used the previous grant money.
- It was recommended that in the next Legacy grant application the COVID stipulation be omitted from the application.
- On June 18, 9:00 a.m. - 11:00 a.m. there is a Legacy Grant writing workshop offered via Zoom. Anyone can attend. If you are interested in the grant writing workshop, email the Legacy Foundation at Info@lfaz.org. Please provide your name and the organization you belong to in the email.

## **New Business:**

### 1. Thrift Store Cash Register - Martha/Mary Ellen

- Shelly requested permission to purchase a second cash register for the store. With

just one cash register the line gets long and we may be losing customers because they do not want to wait in such a long line. Mary Ellen emailed the board and the board voted to allow the purchase of the cash register for \$600. After further research, it was determined, that the current credit card machine, that is attached to the current register, is on dial up, which is obsolete technology and will go away in the near future. Based on this information it did not make sense to purchase the same type of cash register. The store needs a cash register that will work with a WIFI credit card machine. Shelly will get a new quote for a cash register that will work with a WIFI credit card machine.

- In the future, if the current dial up credit card machine becomes obsolete, the existing register will either be replaced with one that supports a WIFI credit card machine or it will be used for cash sales only.

## 2. New Conference Procedure due to Extreme Hot Weather - Pauline

- Pauline, Ann L. and Mary Ellen discussed the effect the hot weather has on friends waiting outdoors for assistance. Based on that discussion, new procedures have been implemented.
- The front door will remain closed to preserve the air conditioning. A sign is on the outside of the front door instructing our friends to please knock.
- The case worker, working the front, will greet them, log them in on the log sheet and determine their needs. Those needing food boxes will be assisted using our current procedures. The case worker at the front will update the file's of friends who receive only a food box.
- If a friend needs more than a food box, a slip will be filled out for them and numbered, starting at one and continuing for each additional friend. The case worker will take the friends temperature and provide them hand sanitizer and a mask and allow them to wait in the waiting area. No more than three friends can be in the waiting area and they must agree to wear a mask.
- Companions, of friends entering the building, will be asked to wait outside.
- Case workers, working the back, will meet with the friend, determine their needs and update their file.
- There will be folding chairs and two coolers with bottled water outside the front door.
- If it is slow take the time to verify and update the friends file with correct address, phone number, how many in household etc.
- When filling out a food box slip annotate the ages of the children. While school is on break, friends with children can come back weekly for snacks and drinks for the children.

## 3. Conference Meeting of 21 June - Martha

- Next weeks meeting will be a Zoom meeting.

4. Home Visits:

- Jose and another case worker plan to visit Rebecca, a friend that is ill, to assess any other needs she may have that we can assist with.
- Kathy and Mike: Took Sandra to get a phone card and then gave her a ride home.
- Jose gave a friend John a ride to the hospital for surgery and then went back the next day to bring him home.

5. Special cases:

- SC UW Rent: \$42,533. This is with the second \$50,000 of the \$100,000.
- SC UW Utility: \$39,584. This is with the second \$23,500 from UW funds.
- SC SVdP: \$4,227. This does not include the allotted \$13,000 for May and June.
- When submitting a Special Case, that includes UW utility funds, only annotate the funds on the Special Case log. Do not subtract them from the UW Utility Fund balance.

6. Vincentian Reports on difficult or touching cases:

- Glenn and Kathy: Feleshia spoke with Glenn about getting a stranded traveler's ticket to a new location but she wasn't sure where she wanted to go. She came from Austin, TX, traveled to Bisbee, then Tucson and is now in Sierra Vista. Glenn was not able to assist her with her request. She returned and Kathy spoke with her. GNA was full so she could not go there. She is on a Do Not Rent list at the Knights Inn. SVdP provided her one night at Canyon Suites. The next day she requested/demanded a stranded traveler's ticket. Kathy told her we don't provide stranded traveler tickets and she said "yes you do". She became upset and said she was going to report Kathy. Kathy was unable to provide any further assistance.
- Jerry/Stella/Mary Ellen: A friend needed an ID so he could get a bus ticket. MVD told him he needed an ID to get an AZ ID. MVD gave him a ID twice in the last six months and he lost them. MVD would not give him another ID.

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

8. Vincentian Schedule: Will be emailed separately

9. For the good of the order:

- The Arizona Rosary Celebration is October 16, 2021 10:00 a.m. - 12:15 p.m. at St. Augustine Cathedral. All are welcome to attend.
- OLM is having a yard sale Saturday August 14th from 7:00 a.m. to 12 p.m. All remaining items will be donated to the Thrift Store.
- Alex Castro was one of the first Vincentians of St. Andrews SVdP. His funeral Mass is June 16, at 10:30 at St. Andrews. He was also a Hospitality Minister at the 5:00 p.m. Mass.
- Megan Bryant, a parishioner of St. Andrews is interested in becoming a Vincentian. Martha will meet with her June 17th to discuss SVdP Society and our mission.

**Closing Prayer:** Fr. Greg  Martha  Other

Adjourned: 6:10 p.m.

Recorder: Mary (Secretary)  Other -