

# ACWT - March 2024

3/27/24 / 12:00 PM/ CONFERENCE ROOM at LOCATION

## Attendees

Frankie, Dean, Mike, Wayne, Dianna, Andre, and Dianna

## Agenda

1. Call to Order 12:01 PM
2. Prayer - Dean

## Minutes of Previous Meeting

1. Wayne moved and Frankie 2nd approved with changes - Frankie Sawicki's last name change from Sawiki to Sawicki

## Financial Report

1. Dean is working with Cindy closing and transferring information about the new place and the finances
2. Payroll was made \$3667.00 and Checking has \$9201.46 as of Feb 2024, the financial report will be updated as Dean gets all things financially straight with other people from previous board
3. Make a suggestion of bylaw change to state that there should be a limit on up to how much can be spent in one purchase or in one pay period discuss at the next meeting

## Old Business

- Lease/Deposit - lease was signed March 22, 2024 and \$1000 was put in a CD for the up front deposit for the lease
- Bank Accounts - Frankie and Dean are on the ACWT account and Payroll account will be the same with an addition of Jane from Don Stohl's Office
- PO Box - PO Box 459, Colebrook, NH 03576 will be the mailing address and the physical address of the food bank will be 16 Hill Ave, Colebrook, N Ugg H 03576
- Checking on a camera system and internet is coming soon from Netafy, Netafy is trying to find the right spot for their equipment

Board meeting changes - the new board members that were voted in at this meeting are as follows: Frank Sawicki - Secretary, Dean Woodard-Neary - Administrator and Treasure but

non-voting member, Mike Peliter - vice president board member - Andre - non-voting board member from the community meals, Wayne Frizzel - temporary president of the board and maybe Helen Dean is checking on this person's answer - unanimously passed

2. Building update - going great and we need to ask the landowner about the vacuum connection downstairs

3. USDA/Food Bank - everytime there is a change in location we have to reapply that is why is was canceled and a new application had to be done, USDA will be coming April 12 to drop off food, we need a crew to come help since Dean and Frankie will be leaving for Guatemala mission trip that day

4. Tax exemption - Dean will be following up with this process

5. Volunteers - there are about nine volunteers so far, Wayne reminded us to use them or they fade out

6. Community Meals - Andre said they are doing great, Thurs. @5:00 pm - 5:30 pm, Jason, Bobbie Jo, ;and Jason's children are helping quite nicely

7. Other Business - Box in IGA went back up, ask the schools, Family Dollar, Solomon's and maybe Youngs Store to put a box in those locations,

## Next Meeting

1. April 24, 2024 at 3:30 pm at the food pantry location

## Close Meeting:

1. Wayne motioned and Frankie 2nd passes at 12:36 pm

# ACWT - April 2024

4/24/24 / 3:30 PM/ CONFERENCE ROOM at LOCATION

## Attendees

Wayne, Dianna, Andre, Frankie, Dean

## Call to Order:

Wayne called the meeting to order 3:27 pm

## Prayer:

Dean prayed

## Minutes of Previous Meeting:

Motioned to accept Frankie and Dianna 2nd approved

## Board Member Changes:

Stacey Campbell interested in coming back, talking to Wayne F; Wayne will reach out and Stacey will make 5 which is the least, we are looking for a board member from Pittsburg

## Financial Report:

Still two outstanding checks - need to research where or how much, Dean will contact Cindy for help; We have a charge account at CBean and we have a credit, fuel assistance is available in Aug; two payroll transfers from checking to payroll for tax purposes, Frankie made a motion to accept and Dianna 2nd accepted

## Old Business

T ax Exemption - all the paperwork was done and given to the selectmen

USDA/Food Bank - got delivery on April 12 and 5,532 lbs of food and will be charted, NH

Food bank is still in the process

Insurance - inventory and paid the premium (workmans comp and property insurance + liability) \$350 payment every other month

Money limit - limit of \$2,500 excluding no payroll and would be adjusted according to the board members discretion (motion made by Wayne and 2nd Frankie and approved); we will update the bylaws in the future

## New Business

Building

Cameras - \$20 - \$100 - 8 all together (\$400 for camera system) 5 outside and 3 inside Wyze.com motioned by Wayne and Dianna 2nd and approved (Frankie will install)

Ramp - Dean will look into a metal ramp and call some contractors - talk to Chris Noyes

Capital Campaign/Donors - working on a plan for beyond this year; either buying the building or where are we moving; applied for Facebook donation page; direct mailers for donations (\$624 - reaching about 3,100 people); got the appointment cards and signs to go with it

Community Meals - Andre we been averaging about 35-40 depending on

what we serve; and there are many more take outs which we went to 2 per we will look at the numbers in the future; IGA has an open account just in case, talk to Lambert; last year gift cards \$25 and or bread and see what the future begins; area business or churches to do desserts; Jason told that come October 2024 he will be backing off of being the cook at the community meals look for a person to replace him

Other Business - working on new internet service

### Next Meeting:

May 29; 2024 - 3:30 pm

### Close Meeting:

Motion Frankie and Dianna 4:18 pm

# ACWT - May 2024

5/29/24 / 3:30 PM/ CONFERENCE ROOM at LOCATION

### Attendees

Andre, Frankie, Dean, Dianna, Mike, Vera, Wayne, and Stacey

### Call to Order:

Wayne calls the meeting to order 3:29 pm

### Prayer:

Dean prayed

### Minutes of Previous Meeting:

Motion to approve the minutes Frankie motioned and Diana 2nd approved

### Board Member Changes:

Vera Stanwood - Frankie motioned and Stacey 2nd approved

Treasurer Position - Stacey to be nominated to be the treasure the motion was made by Frankie and Mike 2nd approved

### Financial Report:

Discussion ensued with the financial records - personal names will be left out when they personal donations come into the facility; waiting for the check from Tillitson and mailed it to the old address and will becoming to the new address, they are waiting for the check to come back or stop on the check but Dean will be in contact with them.

- motion to approve

the report Stacey mad the motion and Dianna 2nd approved

### Old Business:

T ax Exemption Update - waiting on the selectmen

Capital Campaign/Donors - donors are doing great but we are expanding

o Facebook - donation button

o Direct Mailer - 2,553 - recouped 1/2

o Organization Letters - capital campaign with Denise Wood

Palmer have been gone but will follow up on the price of the building

By-Law Changes - couple of small changes and will be read by next meeting; presented today but will vote next month on approval

Annual meeting - open house idea; press release and or community calendar but Dean will organize; Grace Community Church will help with snacks and drinks

### Building:

Cameras - one of the cameras are up, Ed Cunningham will come put a box; Netafy is trying but we have Verizon Hotspot

Ramp - it is in place and being used

Lawn Care - we have a lawn mower for \$150 and volunteers will cut the grass

## Food Pantry Update:

Monthly Statistics - 39 new families registers; 69 people in the families (Dean has the file saved on the Food Pantry computer)

USDA/Food Bank - we will have a delivery in May 10th 4400 lbs and 11 volunteers, next delivery June 14 and Dean reached out to volunteers; took a course online Andre and Dean and we are official

Post Office Food Drive - Colebrook Post Office dropped off 200 lbs of food from their collection - Union rep

## Community Meal Update:

Cook - average 35-38 people, 55-65 meals are been given out; people are enjoying the food, Jason is coming back tomorrow to cook because of an operation; Jason might stop in October but not definite yet

## New Business:

Job Descriptions - Dean sent out in emails about these job descriptions; read and bring concerns or questions; weight limit for lifting

Wait on executive meeting

## Next Meeting:

June 26, 2024; 3:30 - 4:30 pm

## Close Meeting:

Mike moved and Dianna approved to close; 4:02 pm

# ACWT - June 2024

## Board Meeting Agenda

6/26/2024

## Attendees:

Dean, Vera, Andre, Dianna, Stacey, Frankie, and Debby

## Call to Order:

3:30 pm (Frankie is leading the meeting)

## Prayer:

Frankie prayed

## Minutes of Previous meeting:

motion to accept Stacey motioned and Dianna 2nd approved

## Board Member Changes:

Debby Dionne - Dean brought Debby (Just Love Ministries) Stacey accept Dianna 2nd approved  
Vote to add Stacey to Bank Accounts - She is currently not on the bank account but this vote reflects the decision to do this - Dianna (Stacey) Vera 2nd approved

## Financial Report:

Stacey gave the report - Dean filled in with the discussion - handouts given - getting a petty cash (\$50) on hand to use for supplies for the Community Meals - keep track of the receipts - give them another month to balance the books (Petty Cash \$50) - Stacey motioned and Dianna 2nd approved

- Dean talked about receiving the grant funding; we need to reapply because we have had funding for three years

### **Old Business:**

Capital Campaign/Donors - gearing up to start it, we are waiting for a number to sell the building from Palmer, working with Denise Wood to work on the capital campaign

By-Law Changes - review again and wait till next meeting

### **Building:**

Cameras - still looking install the junction box - another camera coming per donation

Andre built slides and a ramp mechanism to help our backs and for the bulkhead

### **Food Pantry Update:**

Monthly Statistics - all numbers went up - 65 registered families - serving 118 people - 56 over 60

- and under 18 there was 17 - 4 homeless families - stories of hope are amazing especially helping with IGA, Just Love Ministries, and the Food Pantry 3,288 lbs of food given out brought in 300lbs donated food and USDA 3,500 lbs of food, Food Bank 800 lbs and another one coming up next week.

USDA/Food Bank

### **Community Meal Update:**

Cook - Jason plans on staying for the winter, 38-39 people - 65 meals - Closed on Thursday but the Food Pantry will be closed Thursday but open on Friday - 3 community meals for June - served 113 people and 214 meals - maybe live music at 4:30 pm suggestion

### **Other Business:**

Job Descriptions - review and wait till next meeting

### **Next Meeting:**

July 31, 2024 - 3:30 pm

### **Close Meeting:**

4:05 pm Stacey and 2nd Dianna approved

# ACWT - July 2024

## **Board Meeting Agenda**

7/31/2024

### **Attendees:**

Dean, Vera, Andre, Dianna, Debby, Stacey, Mike, Frankie (Wayne?)

### **Call to Order:**

3:30 pm motion Frankie to run the meeting Stacey motioned and Debby 2nd approved

### **Prayer:**

Dean prayed

### **Minutes of Previous meeting:**

Motioned to accept Debby and Stacey 2nd approved

### **Board Member Changes:**

Wayne has intentions of resigning from the board - no official letter has come in yet but was communicated to Dean via text because of personal matters

## Financial Report:

- Monthly Report - Stacey reported motion to accept Stacey and 2nd Vera approved
- Insurance Audit 2022-2023 - policy was canceled before we closed before Dec 2023 and sent us the bill - did not owe them anything through Dean talking to them, this did not affect the current insurance that we have now

## Old Business:

- By-Law Changes - the changes were read by Stacey and discussion; Debby motioned to accept by-law changes with the two changes Dianna 2nd and approved

## Capital Campaign:

- Building Cost - \$120,000 to purchase the building - verbal offer and will not list it until March 2025, we are tax exempt also, we paid the \$1,000 deposit, asked for fuel assistance because of the non-profit label
- Denise Wood - met with her 2 weeks ago and meeting is coming up soon for more ideas of fundraising, additional bank account motion made by Stacey and Debby second approved
- Committee Meeting 8/7 @6pm - it will be at the food pantry location

## Building:

- Cameras - one more camera and there will be installed two more inside and one outside; Frankie will install

## Food Pantry Update:

- Monthly Statistics - Dean printed the information out, climbing in number 245 people served, handed out 2 homeless bags, and one wedding (Congrats Dean)
- USDA/Food Bank Deliveries - we are getting both next week Wed 700 lbs of food from Food Bank and Friday USDA 120 cases of food on Friday; nice to see the variety of food and the process is good
- Volunteers - list is good and growing; think about training someone when Dean is sick or needs a vacation

## Community Meal Update :

- Meeting with TUMC - Dean and Andre talked about the meeting; ladies of TUMC and it was a "get to know you meeting"
- Cook - Jason is all set for another year, 54 people last Thursday (100 meals), Andre did the reporting

## Other Business:

- Arnold and Patricia - Dean performed the wedding here
- Moose festival - purchased for Friday night in Colebrook, NH and talked about how to draw people in and a capital campaign ideas (no community meal Aug. 22, 2024)
- Thanksgiving Meal - last year we had the community thanksgiving meal and see if the pantry can take it over instead of the baskets handed out so we can live life together, we will also do deliveries; Debby made a motion to have the annual Thanksgiving Community Meal in lieu of the baskets and Vera 2nd and discussion ensued approved
- Survey - very positive and excited to fill them out, it is encouraging and some suggestions
- Non-profit leadership summit - New Hampshire Non-profit center - promote and Dean got a membership so we can get help next year, Sept 27 conference that Dean will go to Concord, NH
- Website - wix.com once a year expense \$348

## Executive Session:

- Job Descriptions and job discussion - motioned Stacey and Mike 2nd; 4:22 pm
- Come out of executive session Mike and Stacey 2nd 5:19 pm
- Actions: Re-word bi weekly, salary the same until fiscal year, signed contracts now due to insurance and legality, and wok on changes through executive meetings motioned Stacey and 2nd Mike (Jan 2025)

## Next Meeting:

Aug 28, 2024; 3:30 pm at the Food Pantry

## Close Meeting:

Stacey motioned to adjourn and Mike 2nd approved

Area Churches Working T ogether

Board Meeting Agenda

8/28/2024

Call to Order:

Prayer:

Minutes of Previous meeting:

Board Member Changes:

Wayne Resignation

New President

Additional members?

Financial Report:

Other Finances Update:

New Bank Account set up and Stacey added to all accounts

Paypal Giving Fund

Lowery Estate  
Old Business:  
Capital Campaign:  
Capital Campaign Brainstorm Meeting  
Moosefest  
Craft Fair  
Next Cap Campaign Meeting -  
Building:  
Cameras  
Security  
Plowing?  
Food Pantry Update:  
Monthly Statistics  
USDA Deliveries  
NH Food Bank  
Community Meal Update:  
Upcoming Events:  
Thanksgiving  
Other Business:  
Surveys  
NH Charitable Foundation 9/24 Bethlehem  
Non-Profit Leadership Summit 9/27  
Next Meeting:  
Close Meeting:

## Area Churches Working Together

### Board Meeting Minutes

8/28/2024

Meeting Called to order at 3:30pm by Frankie Sawicki, President Pro temp.

Members present included Frank Sawicki, Secretary; Mike Pelletier; Dianna Purrington; Stacey Campbell, Treasurer; Vera Stanwood; Debby Dionne; also present, Dean Woodard-Neary, Executive Director and Andre Marquis, Community Meals Coordinator.

Mike P. prayed for the meeting.

Minutes of previous meeting were approved.

Several actions were taken on changes to the board and its members. The Board accepted the resignation of Wayne Frizzell. Nominations were held for President Frankie was nominated by Debby and seconded by Stacey. Frankie was elected with one abstention. Dean was asked to scribe the remainder of the meeting. Dianna was nominated as interim Secretary and Dean will help her get started in that role. Dianna was elected with one abstention. Finally, the board is currently at minimum number of members, discussion about additional members, will bring suggestions to next meeting.

Financial Report was submitted and approved. Dean had additional updates; Capital Campaign savings account is set up and Stacey has been added to all accounts. We received \$60 from Paypal Giving Fund. Dean filed paperwork to receive funds from final



estate of Mr. Lowery, those will be distributed when all beneficiary's paperwork is submitted.

No other Old Business.

There was Capital Campaign meeting on 8/7 that was well attended. The committee organized a booth at the moose festival 8/23-8/24 and raised \$1433.25 toward purchasing the building. Submitted paperwork to host craft fair in Colebrook in December, waiting for approval.

Building updates; cameras are all installed, kitchen camera is waiting for SD card. Dean updated the board on recent security concerns with abandoned building next door. Discussed plowing for the winter, is it town or private? Dean will look into it.

Food Pantry Update: Dean handed out monthly statistics, attached as an addendum to these minutes. USDA updated intake form. Next USDA delivery will be September 13 at 10:30am. Food Bank delivery will be Wednesday 9/4 in Lancaster, Mike will pick up this month. Vera goes to Lancaster often also. Food Bank has changed delivery schedule will now be delivering in Lancaster on Third Tuesday of each month.

No additional Community Meal Update other than statistics listed.

Upcoming Events: Thanksgiving meal is scheduled for November 28<sup>th</sup> at Monadnock Congregational Church.

Other Business: NH Charitable Foundation is having a meet and greet on 9/24 in Bethlehem. Dean will be gone to Leadership Summit on 9/27.

Next Meeting; will be September 24<sup>th</sup> at 3:30pm due to scheduling conflict on 9/25

Motion was made and seconded to close the meeting, voted in the affirmative.

## Area Churches Working Together

### Board Meeting Minutes

9/24/2024

Call to Order at 3:30pm by Frankie Sawicki, President.

Members present included Frankie Sawicki, President; Stacey Campbell, Treasure; Dianna

Purrington; Debby Dionne, Vera Stanwood; Dean Woodard-Neary, Executive Director; Andre Marquis, Community Meals Coordinator. Absent was Mike Pelletier.

Debby prayed for the meeting.

Debby motioned to approve minutes of previous meeting as amended, seconded by Stacey. Motion Carried.

Board Member Changes: Mary Ellen Fuller was suggested as possible board member, Dean

spoke with her, and she is considering it.

Financial Report:

- Monthly Report was presented by Stacey. Motion made to accept the report by Debby seconded by Dianna. Motion Carried.
- Stacey motioned to deposit \$17,402.27 received from the Estate of Arnold Lowery toward the Capital Campaign, Debby seconded. Motion Carried.
- Discussed possibility of opening CD Dean will look into.
- Dean reported that we received \$3,500 from the County of Coos.

#### Capital Campaign:

- Capital Campaign Committee is organizing Christmas Craft Fair on Saturday December 7<sup>th</sup> 9am – 2pm at Colebrook School Cafeteria. Currently has 7 vendors registered. Next Cap Campaign Meeting 10/18 @ 6pm

#### Building:

- Dean spoke with the town road crew, and they plow the road and will plow in front of pantry building

#### Food Pantry Update:

- Dean presented the monthly statistics for September
- USDA Deliveries anticipated delivery date 10/11, no delivery in November.
- NH Food Bank; Price increase starting 10/1 from \$.05/lbs to \$.10/lbs; Berlin facility grand opening on Friday 9/27- Dean will be attending.

Community Meal Update: Andre reported things are still going well.

Thanksgiving Meal: Congregational church is confirmed, Dean is collecting volunteers and

will be sending out notices and donation request to area churches soon.

#### Other Business:

- Non-Profit Leadership Summit 9/27: Dean will be attending the Food Bank Facility opening instead of the Summit. Executive Session: Board went into executive session at 4:32pm and concluded at 4:54pm.

Executive Action to send funding letter abroad motion made by Stacey and 2<sup>nd</sup> by Vera.

Other Business: Yeti Yard Man Lawn service has volunteered to clean the yard and pressure

wash the building on Friday.

Next Meeting: 10/30 at 3:30pm with Executive Budget meeting

Motion made by Stacey and Seconded by Dianna to close the meeting at 5pm. Motion carried.

## Area Churches Working Together

### Board Meeting Agenda

10/30/2024

Call to Order at 3:33pm by Frank Sawicki, President.

Members present included Frank Sawicki, President; Vera Stanwood, Debby Dionne, Dianna Purrington; also present Dean Woodard-Neary, Executive Director; Andre Marquis,

Community Meals Coordinator; and Mary Ellen Fuller. Absent was Mike Pelletier.

Frankie prayed for the meeting.

Minutes of Previous meeting were distributed and Debby moved and Vera seconded for adoption. Motion Carried.

#### Board Member Changes:

- Stacey Campbell submitted her resignation from the board on October 22<sup>nd</sup>, 2024. Dianna moved and Debby seconded to accept her resignation. Motion Carried.
- Mary Ellen Fuller attended the meeting and is praying about a decision to join the board

Financial Report made by Dean, Debby motioned, and Dianna seconded to adopt report.

Motion Carried.

#### Old Business:

##### Capital Campaign:

- Capital Campaign Meeting 10/18
  - Craft Fair
    - 27 vendors have signed up and we will be setting up the school the night before on 12/6 at 6pm.
  - We received \$10,000 donation from C Bean Transport
- Next Cap Campaign Meeting – 11/8

##### Building:

- Yetti Yard Man donated time to mow the yard at the pantry and pressure wash the building. Thank you notes were sent. Frankie and Dean will look into “in-kind donations”

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##### Food Pantry Update:

- Dean presented the monthly statistics for October.
  - No USDA delivery this month
- NH Food Bank
  - We will utilize the Berlin Warehouse as needed and will no longer be doing Lancaster pickups because its free to pick up in Berlin.

Community Meal Update Andre reported things are going well.

##### Thanksgiving

- Getting 16 Turkeys from NHFB on Nov. 16<sup>th</sup>• Peeling veggies, setting up 11/27 @ 3pm
- Need a few more people to cook turkeys
- Cooking at MCC at 8am
- Serving at 2pm-5pm or gone

##### Other Business:

- Dean will look into Satellite site in Pittsburg possible Furnham Church

Budget Meeting: Frankie brought in budget worksheet that group used to plan for 2025.

Board went into executive session to discuss payroll budget at 5:35pm. Executive session

ended at 6:09pm. Action taken total salary budget for 2025 proposed at \$60,502. Total 2025

budget proposed will be \$84, 652.

Next Meeting will be December 11<sup>th</sup> at 3:30pm.

Close Meeting at 6:11pm

Submitted by Dean Woodard-Neary, Secretary pro-temp

# Area Churches Working Together

## Board Meeting Agenda

12/11/2024

Call to Order at 3:32pm by Frank Sawicki, President.

Members present included Frank Sawicki, President; Vera Stanwood (via video chat), Debby Dionne, Dianna Purrington; Also present Dean Woodard-Neary, Executive Director;

Andre Marquis, Community Meals Coordinator; Mary Ellen Fuller; and Jacob Wood.

Absent

was Mike Pelletier.

Frankie read Ephesians 6:18-20 and Dean prayed to start the meeting.

Minutes of Previous meeting were distributed and Debby moved and Dianna seconded for

adoption. Motion Carried.

Board Member Changes:

- Debby motioned to accept Mary Ellen Fuller to the board, seconded by Vera. Motion Carried unanimously.

- Debby motioned to accept Jacob Wood to the board, seconded by Dianna. Motion Carried unanimously.

- Welcome Mary Ellen and Jacob!

No Old Business not otherwise listed on the agenda.

Financial Report for October and November made by Dean, Debby motioned, and Dianna

seconded to adopt report. Motion Carried unanimously.

Debby motioned to take Stacy Campbell oY all bank accounts and leave Dean and Frankie

on all accounts and leave the accountant on the payroll account, seconded by Vera. Motion Carried.

Dean reported that the 2023 990 tax filing was completed and ACWT was charged \$3,600

by TSS associates to complete the filing. Dean suggested for 2024 that we either use Don

Stohl who quoted \$750 or Dean is confidant in self-filing with Jacob and/or Wendell

Woodard as second pair of eyes. Debby motioned to self-file for 2024 990, seconded by Jacob. Motion Carried.

Food Pantry Update:

- Dean presented the monthly statistics for November; numbers are still increasing.

- USDA Delivery is this Friday 12/13 at 11am

- NH Food Bank is holding a Mobile Food Bank Thursday 12/12. Capital Campaign:

Craft Fair went well we made \$640 from vendors and \$624.19 from food

sales. We have been promised about \$43,500 from Dan Dagesse. We are also pushing our

Grand RaYle. Dean will schedule another Committee meeting after the holidays.

#### Building:

- Dean asked if we wanted to look into a generator and set up for the building in case of power outages. He will look into it.
- Brian Searles serviced the Furnace a couple weeks ago and there is a puddle under the furnace. Dean has been trying to contact them and will continue to get someone to look at it.
- Plowing Yetti Yard Man – Jason Rella- has volunteered to keep the pantry plowed this winter and will keep tract of in-kind hours.

Community Meal Update: Andre updated that things are going well, they lost one volunteer

but Diane Blake has volunteer to help out.

#### Other Business:

- Thanksgiving we had a lot of volunteers and served 110 meals.
- Fundraising Ideas Frankie talked about several possible fundraising ideas to look into grants, line items, events, and general funding.
- Talked about good times to meet with Employees
- We received an official warning from the Department of Labor for not having workers compensation insurance for twelve days in March of this year between policies.
- Dean has talked with Furnham church about satellite pantry and will meet with them after the holidays. Frankie discussed the possibility of partnering with Grace Community Church in Canaan about holding a second community meal there.
- Dean is sending out Christmas cards to clients, volunteers, and donors
- Dean is working on End of Year Donor Letter
- Dean suggested moving Thursday hours from 1pm-5pm to 12pm-4pm
- Dean presented three possible name changes and logos to replace Area Churches Working Together; Bountiful Missions, White Birch Missions, and North Country Missions. Tabled until January Meeting.

Executive Session: Entered Executive Session at 5:08pm motioned by Debby seconded by

Vera. Ended Executive Session at 5:32pm.

Action taken after executive session; Jacob motioned to lower accounting line from \$2,500

to \$1,000 bringing total budget to \$83,152.00. Seconded by Debby. Motion Carried.

Next Meeting: 1/15/2025 at 3:330pm

Close Meeting: Debby motioned to close seconded by Dianna at 5:40pm

## Area Churches Working Together

Board Meeting Agenda

1/15/2025

Call to Order at 3:30pm by Frank Sawicki, President.

Members present included Frank Sawicki, President; Vera Stanwood,

Debby Dionne, Mike Pelletier; Mary Ellen Fuller; and Jacob Wood. Also, present Dean Woodard-Neary, Executive Director; Andre Marquis, Community Meals Coordinator;

Absent was Dianna Purrington.

Frankie prayed over the meeting.

Minutes of Previous meeting were distributed and Mary Ellen moved and Jacob seconded for adoption. Motion Carried.

Financial Report for December was made by Dean, Debby motioned, and Jacob seconded to adopt report. Motion Carried unanimously.

Food Pantry Update:

- Dean presented Year End Statistics
- We received USDA Delivery on 1/3, and next delivery is 2/14.

Andre gave Community Meals update said they are down a volunteer.

Capital Campaign committee in now fundraising committee and are looking to schedule a

meeting, most likely in February.

Building:

- Inspector came 1/8 to look at building. Report received noted a crack in the chimney; suggested upgrading electrical; well water test was good
- We have reached our goal of raising \$120,000; Debby motioned to start process of purchasing the building at 16 Hill Avenue, Jacob seconded. Motion carried
- Dean and Frankie will continue looking into a generator.
- Furnace was fixed by Searles at the end of December, no bill received yet.

Funding:

- 2022 Grant reports are finished; Dean has started the process for 2025 Large Grant, we are in the Mid-May Cycle.
- Dean created pledge cards and will be sending them out to last year's donors and local churches to hand out.
- Frankie sent out an email with several fundraising ideas.
- NH Gives June 10-11, Registration February; Dean will be working on this.

Other Business:

- Dean is still looking into satellite site in Pittsburg.
- Dean shared year end receipts to be sent out and end of year letter; all donors will receive a receipt, letter, and 2025 pledge card. • Dean shared the new NH Food Bank handbook; due to handbook pg 14 par 2 stating "Food Bank food is not to be used for community meals that are open to everyone and do not have an intake process." Our Community Meals programs partnership with NH Food Bank was discussed. Mike motioned to end partnership between Community Meals and NH Food Bank, seconded by Jacob, Motion carried unanimously.
- Discussion continued from previous meeting about amending the bylaws to change the organizations name from Area Churches Working Together. Many options were purposed after further discussion, Mike had to leave during discussion, Motion was made by Jacob to amend the bylaws to reflect a change of name to North Country Missions, seconded by Debby. A 2/3 majority vote was needed to approve, 3 yes, 0 no, 1 present not voting. Motion carried.

Next Meeting: 2/19 at 3:30pm

Close Meeting: Debby motioned to close the meeting seconded by Vera.