



## Board Meeting Minutes

October 26, 2023

Zoom 6-9 pm

Present: Eric Andrews, Tyler Hoff, Beth Hudson Keller, Joan Malin, Abigail Meletti, Nikki Mosgrove, Lisa Ogletree, Conrad Person, Emily Sandusky, Jim Whitely, Susan Hoskins (ED), Marylee Evangelista CPA

1. Jim welcomed everyone, noting that there was a large agenda for tonight.
2. **Finance:** Marylee invited questions on the 2022 Financial Report and 990 PF. Discussion centered on the “distributable amount” calculation. The value of investments averaged over last year was \$653, 604, found on page 8 Part X of the 990 (this year is not known until 4<sup>th</sup> quarter is reported). Subtract \$187, 901, carryover for past 5 years: Page 9, line 9. Subtract \$139,000, the administrative/operating costs (Page 1, column D). Subtract \$241,500, amount granted in Spring. This leaves a minimum of \$88,000 as the minimum that must be distributed to avoid penalty and meet the 5% requirement. We have never gone under that requirement. None of this is expiring this year. The market has done better so can probably use \$675,000 as the value for 2023. The amount in the budget is \$500,000 based on \$650,000-\$150,000 value – administrative; meant as a guide not set in stone. **The 990PF and Financial Report were accepted.**
3. **Minutes:** Minutes from May meeting were **approved**. Jim asked people to review the strategic discussion notes prior to granting today.
4. **Executive Director Report:** Susan reviewed a few points from her report: potential future discussion on what is valued in grant reports. There is a desire for less to read but enough budget to ensure that the funds were well spent and enough description to see implementation of the program proposed. Are there critical issues in the field to focus on in 2024? Does FFA want to accept proposals for buildings or furnishings? Do we want to have a practice of putting a (non-Quaker?) grantee partner on sabbatical after 5 years? Good discussion issues for February, referred to Governance. Nicole Papa from National Church Residences sought Susan out and thanked FFA for being the “gold standard” of grant makers, who cared about them and tried to help them succeed. Best part of GIA conference was visit to Community First! Village—a big vision realized. Noted top topics and those omitted.
5. **Governance:** Lisa reported that a governance committee meeting will be scheduled soon with a focus on board leadership change (Jim has said he wants to overlap with a successor in 2024 and not renew in 2025. Eric is also moving that direction. Perhaps there should be term limits or a succession plan. The committee will also plan the February discussion.
6. **Finance:** Eric presented the proposal from JPMorgan in response to FFA request to have some assets in sustainable funds. There has been considerable discussion within FFA and with JPMorgan, resulting in a proposal to move 15% of the assets at JPMorgan into their sustainable

mutual funds, with a 60:40 balance of equity:fixed. The finance committee recommended **approval** which was given. Eric will get in touch with Amelia to implement the proposal.

**7. Grants:**

- a. **New England Yearly Meeting- \$15,700 approved** to continue developing an ARCH program for NEYM. Making some adjustments to NYYM model. Excitement to see replication tried.
- b. **New York Yearly Meeting- \$64,000 approved** continued commitment to ARCH program in Kevin's first full year. Prison ministry is also big in NYYM but not part of this grant. Conversations helped articulate the range of programs being offered through workshops and support groups.
- c. **Beacon Hill- approved \$18,000 approved** to continue to develop and offer vocational discernment groups for aging adults. It's a ministry not a traditional non-profit. Pilot before roll out. Like successful Encore program at Union Theological Seminary.
- d. **The Hickman- denied** proposal for furniture replacement \$50,000. Too much like capital, not good explanation of how this is critical to a program. Recommend asking PYM Buildings Granting Group. Can apply again for a program in 2024.
- e. **ARTZ Philadelphia- approved \$15,000** as final grant to produce manual so other groups can replicate the Art with Dementia program. Why print? Good at seeking variety of sources.
- f. **Bright Side Manor- approved \$35,000** for second year of PALS program. Model program that could be used elsewhere. Need to support for a few years to succeed. Susan will visit.
- g. **Interfaith Caregivers of Mercer County- approved \$15,000** as a general operating grant since Neighbors Helping Neighbors is almost entirely all of what they do. Nothing new or innovative here but fills a service need. Perhaps they can help family members get paid as caregivers. See if they have success connecting with immigrant churches.
- h. **Jewish Family Service – Atlantic approved \$30,000** for senior homeless prevention. Need non-govt funding while await govt grant funds. Susan will visit.
- i. **Montco SAAC – deferred** – concern about cost per person (22 participants), what percent is staff salaries, are “peers” paid, no success in past year connecting with Latino and Korean organizations, not enough information. Susan and Lisa will visit.
- j. **SOWN – approved \$15,000** general operating support since telephone support groups are large part of their work. Nothing innovative but fills a service need and has long good reputation.
- k. **Center for Hope Hospice – deferred** Not clear if they are ready to implement now or waiting for more grants, want more info on what the work will be, whether can use a less expensive/easier to find practitioner. Susan & Jim will visit.
- l. **Habitat for Humanity Northern Ocean- approved \$30,000** for low income senior housing repair. Susan will visit.
- m. **Lutheran Settlement House – approved \$25,000** for Enhanced Wellness program. Innovative, evidence-based program for improving 6 dimensions of wellness.

After the meeting, Susan realized that two items had been omitted from discussion. An email was sent out to the board, who approved both unanimously by return email.

8. **New Community – approved \$2500** grant to engage a trainer to do workshops on hoarding for their low income housing staff.
9. Proposed change of language to clarify policy on expense reimbursement was **approved**. New language is in italics:

FFA trustees may submit for reimbursement of reasonable and necessary expenses related to attending board meetings, *representing the organization*, or relevant education (such as travel, overnight, conference fees, electronic and print materials) as consistent with IRS rules. *Mileage will be reimbursed at the business rate for education and representation, and at the volunteer rate for attending board meetings. Alternatively, one might choose to deduct expenses on personal tax returns.* Documentation (receipts) should be submitted to the Executive Director within two months of the event, *and no later than December 31.*

Respectfully submitted,

Susan W Hoskins, Executive Director