

FFA Board Meeting Minutes

2/15/2024 via Zoom

Attending: Whitely, Andrews, Ogletree, Mosgrove, Sandusky, Malin, Hoff, Hoskins.

Absent: Conrad Person, Abigail Meletti, Nikki Mosgrove

Meeting began with a moment of silent worship.

Education Session

Streamlining Proposals

- Susan used the logic model used with grantee partners. What is the problem? Current Proposal process involves too much information to read and retain. So many good proposals.
- Possible solutions:
 - Move more to conversations with organizations rather than an LOI.
 - Summarize reports. Susan will take notes on conversations.
 - Susan & Beth have merged the report and re-application forms for known grantee partners to simplify the process. Removed some redundant and irrelevant questions and reduced page count.

FFA will retain the option to ask organizations for details if something is unclear.

Approved to test the new applications for the upcoming grant season, will evaluate in May.

Want to be clear and transparent about decision making, don't want to risk unconscious bias.

Grantmaking Discernment

- Board divided into three-person break-out sessions to discuss which grants felt successful and which did not.
- People reported liking: Montessori, Barclay & FVM training programs, ARCH, ALPS programs, Ujima, Beacon Hill, Kindersmile, Witness to Innocence, Trinitas, Habitat.
 - Members appreciated the sustainability, replicability, culture change, innovation, and the direct and immediate impact on individuals.
- People were disappointed by: Montessori (too many grants, requires stable staffing, may be a fad), produce programs (unclear how much produce is accessible for the elderly, lots of similar programs, only helps on delivery days), Kindersmile (should we be involved), Camden Coalition (too large), Trinitas (services should have been adopted by the hospital after proof of concept), ones that just want new funders for the same work for 40 years.
 - Want to consider the number of people impacted. How to amplify impact.

- Tension between direct service impact and innovation. Could have two discrete pools of money.
- Hard to create systematic evaluation criteria.
- Are there other funding streams for some of the proposals?
- What are the service gaps that align with our mission and values?
- We fund Quaker programs first, some Quaker-aligned
- Must right-size so grant can make a difference
- ARCH has been funded from beginning-tradition
- Prefer self-help programs than give-aways (food), reduce dependency
- Should FFA have focus areas?
- Hesitant to narrow down to focus areas, reduces the breadth of programs and innovation.
 - Focus areas could help to develop an expertise, can reach out to other funders, more impact? Could improve fundraising ability to have expertise.
 - It's difficult to have both impact and innovation in many areas.
- What does "impact" look like?
 - Can't tell replicability and impact in the first year of a new innovative program.
 - Difficult to define
 - Convener role is another kinds of impact.
 - Need to right-size. May not solve dementia but can impact individual lives. Focus on smaller, local organizations.
 - Need to be explicit about the two types of impact: Impact on the field (changes to systems or policy) and impact on individuals(was someone's life materially changed?) Indirect and direct impact.
 - How long to fund an organization? Depends on our goals. Need time to launch innovative program, GOS gets built into operating funds.
- Hard to rank problem areas.
 - Look at state master plans on aging. PA, NJ, NY, CA.
 - The problems of aging change over the years, have to listen to the communities to identify what is needed. Don't just rely on grant seekers to tell what is needed.
 - Like variety.
 - FFA could support pilot programs to show proof of concept for government or private funding, policy change.
 - What are the gaps that align with our values and abilities?
- What information does the board want in a report?
 - Different for each. Direct/indirect impact, whether the organization is seeking capital, context of the program within the larger organization, number of people impacted, sustainability of the organization and their leadership, replicability.
- Would you consider making "capital grants"? Under what circumstances?
 - Yes, capital grants are an option for Quaker organizations only.

There are different criteria for Quaker organizations, we should be transparent.

Approval would depend on the specific improvements and alternatives.

- Ex) WIFI at Friends Village: Does FFA support this kind of capital project? Can they pay for it with a maintenance fund? Funding from PYM buildings and grounds? Operating reserve?
- Do you want to consider GOS (general operating support) grants with a restriction that they be used for aging programs but without specifying a program? When?
 - Open to multi-year and GOS, but will maintain the restriction that they be used for aging programs. Could also structure multi-year programs. FSA and NYYM?
 - Still want annual reports to know how the funds are being used.
- Continue conversation in May.

Appreciation was expressed to Conrad and Susan for their work on this session.

The group took a break at 8:55 and reconvened for the business meeting.

Business Meeting

[Minutes from the October Meeting](#) were approved.

Executive Director Report

- Upcoming programs: NJAAW(NJ Advocates for Aging Well) Conference is May 17th in New Brunswick
 - ALP Program is on the agenda – challenges in implementation.
 - Will discuss the Master Plan on Aging
- InnovAging- March 22nd 9:30-11:30 on Zoom

The Executive Director was temporarily dismissed for the Executive Session to discuss ED evaluation and compensation.

Finance Committee Report - Eric

- Two new JP Morgan accounts have been created, putting 15% of FFA investment into socially responsive fixed and equity accounts. Susan and Eric are working on some administrative details; the auditor is concerned that she has more work with additional accounts. There will be one consolidated statement of all three accounts next quarter.
- The account balances have improved since last year.
- The P&L and balance sheets were reviewed. Tyler & Susan are going to reorganize the balance sheet.

- The budget was **approved** after one minor change (adding line item for administrative support).
 - Question arose about whether we need an annual audit. Referred to Finance committee.
- The proposal to make future grants to NYYM from the Friends Fiduciary account was **approved**, as being in alignment with the original intent and a way to begin to spend from the dividends in that account.

Governance Committee Report- Lisa

- The committee recommends removing the bylaw regarding reporting to NYYM (confusing to report to a grantee). A couple other changes are being considered: all proposed changes will be brought to the May board meeting.
- New officer job descriptions were **approved**. The Vice President role has changed and increased in responsibilities, including the ability to share some tasks with the President and may become the next President. The Secretary role added an item regarding corporate documents. The Treasurer role was updated to what is currently being done in that position. The Assistant Treasurer will be learning the role of treasurer, becoming aware of the accounts and activities, and may be the next Treasurer.
- An agreement has been arranged with Tucker Manchanda as bookkeeping support to take minutes during meetings, and the Executive Director will also trial Zoom's AI minute-taking feature. This was **approved**.
- The Executive Director is considering bookkeeping assistance, will have a conversation with MaryLee and the Finance Committee to discuss ways to save money on the audit.

Upcoming Meetings

- Conrad Person was unable to lead the February Education Session today as planned due to bereavement, he is on the agenda for the May Board Meeting.
- New board members will be assigned to the committees, with the understanding that any board member can attend any committee meetings, even if they are not assigned.
- The next meeting is April 18th via Zoom, and will focus on grant-making. The Annual Meeting is May 11th, 10am-3pm in-person at Newtown Meeting.
- The Fall meeting will be October 17, 6-9pm via Zoom.

Tucker Manchanda & Susan Hoskins

3.10.24