

**Martin House, Inc.**  
**Board of Directors Meeting**  
**February 17, 2021 – 5:30 PM**  
**Via Zoom**

<https://zoom.us/j/92002518951?pwd=RVRJTG1VWXIvWWtOM01QeVV2YTRNQT09>

Meeting ID: 920 0251 8951  
Passcode: 939271

**AGENDA**

1. Review of Minutes
2. Presidents Report
3. Executive Directors Report
4. Committee Reports
5. Executive Session
6. Old Business
7. New Business
  - a. Signer for Ameriprise
  - b. Resolution identifying the three signer's going forward

Next Meeting: 5:30 p.m., March 17, 2021 at Thames River.

**MISSION:** To provide a nurturing community where individuals of limited income who have been alone, alienated, fearful, and dispossessed can develop healthy relationships, new dignity, and a renewed life. Our community will include people recovering from mental illness and addictions. This mission is accomplished by providing dignified housing, nutritious food, a safe, caring environment, and supportive services for 54 men and women who seldom experience any of these.

**Board of Directors Meeting Minutes**  
**Martin House, Inc.**  
**Wednesday, January 20, 2021**  
**Via Zoom**

Present: Elle Crichton, Robert Fusari, Ornet Hines, Keith Lee, Mat Lisee, Theresa Madonna, Eric McDermott, Sarah Dudley McDermott, Gayle O'Neill, Marilyn St. Onge

Excused: Margaret Sabe, Louise Summa\*(on leave).

Guest: Kathy Allen

Meeting called to order by Board President, Mat Lisee, at 6:51pm.

Deb Eskra calls for the acceptance of the January Meeting minutes. Marilyn requests November 2020 minutes be corrected to reflect her request to step down as Co-Chair of the Governance Committee, not the Finance Committee as documented. Changes will be made. Minutes accepted.

**President's Report**

No report, but discussion about committees was included in this section of the meeting as well as during Executive Directors reporting.

**Executive Directors Report**

Written report submitted. Updates and corrections of MH Board Committees discussed.

- Governance Committee
  - Co-Chairs: Mat Lisee, Theresa Madonna
  - Committee Members: Margaret Sabe, Marilyn St. Onge, Louise Summa (currently on leave).
  
- Mike Bennett needs to be removed from Governance Committee, as he is no longer on the Board of Directors.
  
- Finance and Investment Committee
  - Co-Chairs: Robert Fusari, Gayle O'Neill
    - Committee Members: Margaret Sabe, Theresa Madonna, Marilyn St. Onge, Eric McDermott
  
- Facilities Committee
  - No changes.

- MH Development and Public Relations Committee
  - No changes.

Paula will prepare current information for the Martin House Board of Directors Portal. Theresa Madonna and Carol Whitham exchanged emails. Carol has informed Theresa that she has a scheduling conflict and is unable to continue. She will be removed from the listing.

Ornet Hines asks if information can be shared by using a distribution list specific to whatever committee is involved. Paula to follow up.

### **Finance and Investment Committee**

Gayle O'Neill reviewed the Profit and Loss, as well as Balance Sheet activity. Compensated absences are up. Gayle to connect with Astrid. Paula explained about the longevity of Martin House staff and how that added to those figures.

Robert Fusari presented from the Investment Committee Meeting just prior to this Board Meeting. The Committee discussed the option of looking at more aggressive investments while at the same time keeping to the 30%/70% policy.

Gayle reports there will be a Finance/Investment meeting schedule for March.

### **Development and Public Relations Committee**

Theresa Madonna gave an update on the upcoming non-event, Annual Snowflake Dinner. She commented that the report submitted by Martin House Administrative/Development Assistant included information regarding grant activity since last meeting.

Mat reports Nancy Roberts has submitted her resignation from the Board due to family illness. Deb makes the motion to accept, Theresa seconded the motion. A discussion took place, and motion carried.

### **Old Business**

None.

### **New Business**

Mat asks if there is a need to go into executive session. Not at this time.  
Meeting adjourned at 7:29pm.

Respectfully submitted,  
Paula Oberg

**Martin House**  
**February 2021**  
**Executive Directors Board Report**

I have been receiving legislative updates from DMHAS about proposed bills. There are many in the area of mental health, homelessness and private non-profits. I have collected many, reviewed them and am sharing just a few that may interest you, as they may relate to Martin House residents, staff or Board in the coming year.

Proposed SB-194 Right to Housing

Proposed SB-217 Mental and Behavioral Health Parity

Proposed Bill No. 5563 An Act Allowing Municipalities to Assess Fees on Certain Nonprofit Organizations

Proposed Bill No. 399 An Act Prohibiting Shock Therapy Treatment

Proposed Bill No. 340 An Act Concerning Funding for Housing Services

Proposed Bill No. 754 An Act Authorizing Additional Public-Private Partnerships

Proposed Bill No. 5601 An Act Increasing Funding for Community Non-profit Providers

Proposed SB-183 An Act concerning Electronic Meetings Under the Freedom of Information Act

Proposed HB-5194 An Act Concerning the Responsibilities of Court-Appointed Conservators and the Rights of the Conserved Person

Proposed SB-88 An Act Concerning Rental Assistance for Senior Citizens and Persons with Disabilities

Proposed HB-6019 An Act Concerning the Applicability of the Eviction Process to Individuals Living in Substance Use Disorder Rehabilitation Facilities

These are just a few of the proposed bills coming up for discussion. If, as a Director, you would like to consider supporting any of these, please contact me because I would like to know and possibly add to whatever you write.

COVID-19 at Martin House is more manageable at this time because we have very few residents who continue to test negative for the virus. That group is getting tested weekly. Employees who continue to have negative results are also testing weekly. We continue to ask that friends and family visit outdoors. Vendors that supply basic needs items are coming in, protected by a mask. The most asked question now concerns the vaccination. The 65yo and older are eligible for the injection as of 02/11/2021. Residents not yet 65yo will fall into the later stage of Phase 1b. I have informed employees that if they are able to obtain the vaccination through their own initiation to do so. I will continue to be alert for the option of having an onsite vaccination clinic for residents.

Martin House experienced a significant sewage drain overflow in the laundry room. It was during the last significant snowstorm. We were short on staff because of dangerous driving and Konover, the campus property management, said their staff would not be able to respond and

they could not get a vendor to come out till travel was less dangerous. It was a nightmare. The plumber did come the next day. Konover also arranged to have Service Master come clean up and determine if additional repairs needed to take place. I was told that Konover would be responsible for the costs but when the plumber was able to retrieve the source of the blockage. A significant amount of steel wool, that we believe was removed from the kitchen, was jammed into the toilet. Konover informed me that because it was destruction of property, Martin House would need to pay the bill. We are also being asked to pay for temporary cleaning for a two week period of time because of the number of residents who were in quarantine. This was set up by Konover. I had been informed by DAS that we were going to need to pay it. When the bill came I countered with paying only part of the bill. I am awaiting Konover's response from DAS.

We had received a referral with an offer of additional funding from Southeastern Mental Health Authority, for a person who presented some unique challenges in securing specialized services. We had taken steps to know more, and last week received the full referral packet, per our request. After careful review we have declined taking on the needs of this person due to what I consider to be significant risk to staff. I informed SMHA that we would be open to referrals in the future.

Norwich Free Academy Project Outreach Director, Jodi Savage, (a former MH employee), has organized a group of students to make birthday cards for MH residents. Seems like a small thing, but it really brightens up anybody's day to get a personalized card. In years past, there was a TR employee who, along with her daughters, made birthday cakes for residents. They were beautiful and fun at the same time. Just an example of how you don't need to move mountains to make someone feel cared for.

There is still time to become a sponsor and or donor for our 5th Annual Snowflake Dinner No-Show Gala. Sponsorships are coming in. We will start making personal phone calls soon. Remember if you or any of your friends and family have already made a significant donation to Martin House in the recent past, please consider asking a friend to support our efforts to fund the valuable, one-of-a-kind services we provide.

Cordially,  
Paula Oberg  
Executive Director

**DEVELOPMENT REPORT  
MARTIN HOUSE, INC.  
FEBRUARY 2021**

**GRANTS RECEIVED:**

Martin House has received one grant award since the last Board of Directors meeting.

- Bodenwine Benevolent Foundation - \$1,000 – Medical Advocacy

**GRANTS WRITTEN:**

The following grant proposals have been written:

- William Casper Graustein Foundation - \$5,000 – Air Scrubber & Commercial Deep Cleaning.

Ten grants are pending approval.

**NEWSLETTER & ANNUAL APPEAL:**

Both the Newsletter and Annual Appeal are still slowly generating donations.

**SNOWFLAKE DINNER**

Regretfully, due to COVID-19, the Snowflake Dinner will not be in-person. The Non Event donation and sponsorship letter was sent out earlier this month. We will be giving all sponsors advertisement on both our website and Facebook page. I have also included both the flyer and letter in this packet.

To date, we have received \$3,700 in sponsorships as well as a \$100 donation!

Respectfully Submitted,

Cara-Lynn M. Turner  
Administrative/Development Assistant

February is the time of year you are invited to show your support for our Annual Snowflake Dinner. Because of COVID-19, we are hosting a No-Show Gala. As a former sponsor, ticket holder or donor, your generosity has made a difference. Please consider supporting us in the same way that you have done over the course of the previous four years.

Services that we provide are dependent upon grants, donations and special events. In the past year, 58 men and women have called Martin House “home”, and with the coming year, that number will increase. Fundraising promotes our ability to meet the needs that arise unexpectedly.

Sponsorship levels are as follows:

- Nor’easter - \$2,500
  - 12 months of advertising on our website & recognition in annual newsletter
- Blizzard - \$1,000
  - 9 months of advertising on our website & recognition in annual newsletter
- Snow Storm - \$750
  - 6 months of advertising on our website & recognition in annual newsletter
- Flurries - \$500
  - 3 months of advertising on our website & recognition in annual newsletter
- Snowflakes - \$250
  - 1 month of advertising on our website & recognition in annual newsletter

Last year, general admission was \$100.

Please contact Cara-Lynn Turner for more information or with any questions at (860) 889-6150.

Thank you for your continued support.

Regards,

Paula Oberg

*On behalf of the Martin House Development & Public Relations Committee*



*Martin House's  
5th Annual  
Snowflake  
Dinner  
No-Show Gala*

*February, 2021*

*Please Contact Cara-Lynn Turner  
With Any Questions Or  
For More Information!*

*(860) 889-6150  
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