

**Martin House, Inc.**  
**Board of Directors Meeting**  
**May 19, 2021 – 5:30 PM**  
**Via Zoom**  
**Link Provided By Kathy Allen**

**AGENDA**

1. Review of Minutes
2. Presidents Report
3. Executive Directors Report
4. Committee Reports
5. Old Business
6. New Business
7. Executive Session

Next Meeting: 5:30 PM, May 19, 2021 at Martin House

**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.

**Martin House, Inc.**  
**Wednesday, April 21, 2021**  
**Via Zoom**

**Present:** Elle Chrichton, Bob Fusari, Ornet Hines, Keith Lee, Mat Lisee, Courtney MacNeill, Theresa Madonna, Eric McDermott, Sarah McDermott, Marilynn St. Onge, Gayle O'Neill, Margaret Sabe

**Excused:** Sheila Coleman, Louise Summa

**Guest:** Kathy Allen

Meeting called to order at 5:35pm by Board President, Mat Lisee.

Theresa Madonna welcomes Courtney MacNeill to the Board.

Mat asks for a motion to accept the minutes from March 17, 2021 Board Meeting. Motion made by Bob Fusari, seconded by Marilynn St. Onge.

### **Presidents Report**

No report.

### **Executive Directors Report**

Paula thanks Mat for the business lunch and references her written report provided to Board Directors in the April Board package. Martin House's 39<sup>th</sup> Anniversary is being rescheduled from July 1<sup>st</sup> to a day to be determined at the end of June. This year's celebration will be a dinner prepared by the Martin House Kitchen Manager and Kitchen Assistant. Deb Eskra asks about the possibility of Board attendance. Paula will inform the Board when a date is set. Board members are welcome to attend. Paula read a thank you note from a former MH resident who just obtained her own apartment. Theresa asked for clarification about something reported in Paula's report pertaining to Paula's retirement. She asks what do employees want to know? Theresa wants all MH staff to be assured that although there is currently no defined plan for replacing Paula the transition will be a smooth one.

### **Committee Reports**

#### **Finance and Investment Committee**

Gayle has started a new job and has been very busy making the transition. Gayle reports MH balance sheet, P&L and Operating Reserve are all in good shape. Expenses are down. Marilynn reports she has been keeping an eye on Compensated Absences and is impressed by the growth in investments.

Bob Fusari reports he will be scheduling an Investment meeting to discuss the coming years investment planning.

### **Governance Committee**

Mat reports the Governance Committee has met a few times since the Board Retreat. He reports he is seeking a motion from the Board to set up a Strategic Planning Committee made up of the Governance Committee, Mat, Eric and Marilyn, Theresa will be leaving in July 2021. He is looking for two additional Board members. Elle Chrichton volunteer to be on the committee. Motion made by Deb, seconded by Theresa to create the Strategic Planning Committee to do the “leg work” and research to bring back to the larger board. Theresa has provided written material about Attorney Richard Pascal to Board members in hopes he will be voted in on the Board of Directors. He will be nominated and voted on in the June 2021 Board Meeting. Theresa asks Board members to nominate new Board members. Also asks if any current Board members have any interest in being an officer on the Board they can reach out to the Governance Committee.

### **Development and Public Relations**

Theresa makes an appeal to all Board Members to contribute to the Snowflake Non-Event. She reports that the campaign is only \$800 short of goal.

### **Old Business**

None.

### **New Business**

None.

### **Executive Session**

None.

Mat asks for a motion to adjourn. Eric makes a motion to adjourn, Gayle seconded.

Meeting adjourns at 6:16pm.

Respectfully submitted,  
Paula Oberg

**EXECUTIVE DIRECTORS REPORT  
MARTIN HOUSE, INC.  
MAY 2021**

The Martin House 39<sup>th</sup> Anniversary is still without a plan. I will certainly let you know about specific plans as we get closer to the end of June. It will be a low-key event compared to years past.

Martin House has been approached by Frances Reust, Fiscal Administrative Supervisor, DMHAS Fiscal Services Bureau, inviting us to respond to a RFQ to provide food services to Southeastern Mental Health Authority's Brief Care Program, at least on an interim basis. Huskies Café, on the Uncas Campus, has for some time been providing this service. Initially we declined. We have been asked to reconsider. Astrid, Karl and I have been putting together a proposal and will submit it this week. Our reason for declining at first was in response to some of the specifics in the contract we would have difficulty adhering to. They revised the contract for our review. We will have to further revise it for it to work for us. Will keep you informed.

Now that entering the building is not such a problem, I would like to ask the Board if you have any suggestions regarding volunteers who would be able to, on an as needed basis, do some gardening, paint a bedroom, make a dump run, etc. I will be applying to United Way for a Day of Caring but would welcome any ideas you have to offer.

All for now,  
Paula

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

**GRANTS WRITTEN:**

No grants have been written since the last Board of Directors meeting.

**GRANTS RECEIVED:**

Community Foundation of Eastern Connecticut's Southeast General Fund - \$6,000 – Medical Advocacy.

**SNOWFLAKE DINNER:**

The total amount raised for the Snowflake Dinner has been updated to \$10,920. Thank you to the two Board members who both mailed in sponsorships.

Respectfully Submitted,

Cara-Lynn M. Turner  
Administrative/Development Assistant