

**Martin House, Inc.  
Board of Directors Meeting  
April 21, 2021 – 5:30 PM  
Capital Property Group, LLC.  
70 Main Street  
Jewett City, CT 06351**

**&**

**Via Zoom**

<https://zoom.us/j/95466243778?pwd=SW9vSVZvVWhVaEZ1Y3pKcHVSNWZEdz09>

**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 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, March 17, 2021**  
**Via Zoom**

Present: Debbie Eskra, Bob Fusari, Ornet Hines, Mathew Lisee, Theresa Madonna, Eric McDermott, Sarah McDermott, Gayle O'Neill, Margaret Sabe

Excused: Elle Chrichton, Sheila Coleman, Courtney MacNeill, Marilynn St. Onge, Louise Summa

Guest: Kathy Allen

Meeting called to order at 6:31pm by Board President, Mat Lisee.

Motion made by Ornet Hines to accept minutes from February 17, 2021. Theresa Madonna seconds. Motion passed.

**Presidents Report**

Mat reports there was a Board Retreat the previous weekend. Mentioned Paula's retirement with words of support. Mat invites Board Members to meet in his conference room next month. Any members who prefer to continue with virtual participation can continue to do so.

**Executive Directors Report**

Board Report provided, no questions. Paula asks the Board for a motion authorizing her to sign new lease agreements for the two Recovery for Life vehicles. Theresa asks if the current vehicles will be turned in. Response, yes they will be. Theresa asks if the new vehicles will be about the same price as current vehicles. Response, yes they will. Theresa asks if the DMHAS Grant covers the cost of the leased vehicles. Response, yes it does. Theresa makes a motion that Paula may sign new leases for the two Recovery for Life vehicles as long as they are in a comparable price range. Eric McDermott seconds. Motion passed. Paula asks that all Board Members support the Snowflake Dinner Non-Event. If for any reason they are not able to do so please ask a friend or family member to support the cause. If they prefer, they can provide Paula with the name and contact information for Paula to call and ask for a donation for the non-event. When making calls to donors Paula wants to be able to state that there is 100% Board participation. Paula informs the Board that Cara-Lynn will be adding sponsors and other donors to the website and FB. Bob asks what the percentage of participation getting vaccinated is for residents. Paula will get that info and report next meeting.

**Finance/Investment Report**

Gayle reports on the profit/loss and balance sheets. She will be making up a new cash-flow sheet for MH that is similar to the one she made for TR. Theresa asks why the in-kind line item is "0" and asks if Engine 6 Pizza continues to donate food weekly? They are donating weekly. Gayle

asks why it would be listed under expenses? Theresa reports that was something the auditors discussed. Paula will follow up on in-kind documentation and Gayle will follow up with Astrid regarding that donation being expensed. Paula passed on some information to Astrid who passed it on to both Gayle and Bob. They will be in touch with Astrid as follow-up. No Investment report at this time. There will be a meeting next month.

### **Development and Public Relations**

Theresa echoed Paula's information regarding the Snowflake Dinner Board participation. She is asking for 100% Board Participation. She reports the goal is to raise the net amount as if we had had the event.

### **Governance**

The Governance Committee has received an application for Board membership from Richard Pascal.

### **Old Business**

None

### **New Business**

None

### **Executive Session**

Not at this time.

Motion to adjourn made by Bob Fusari. Gayle seconds.

Meeting adjourned at 6:51pm.

Respectfully submitted,  
Paula Oberg

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

Greetings, I hope you are all enjoying the loosening of safety controls associated with the pandemic.

Since our last meeting, Martin House residents and employees who were not yet vaccinated have been. UCFS came last week to administer the second and last dose of the Moderna vaccine. They commented that they are always looking forward to coming back to Martin House. Their comments, as a result of providing testing and vaccinations were that “residents seemed very much like a family”, and that “residents and employees alike were very respectful to one another”. My feeling exactly, an accurate observation!

The Martin House 39th Anniversary will be kept low key again this year. On July 1st, Martin House Kitchen Manager and part-time cook will prepare an extra special meal for residents and perhaps one guest. As you may recall, in the past we have had the good fortune of having the event sponsored by Foxwoods Resort and Casino. Everything from soup to nuts, all enhanced by them serving the meal and getting to know residents was such a treat! Just a suggestion, Martin House 40th Anniversary will be good timing for a return to the extravagance and pampering residents have experienced in past years.

Last month there were two questions posed to me by Board Members. In response, one question was, “What is the percentage of residents who have agreed to being vaccinated against COVID-19?”. Answer being 95.8%. Second question was about “In-Kind”. Astrid reports “In-Kind” is not booked until the end of the year.

I’d like to send a “thank you” shout out to the two additional Board Members contributing to the 5th Annual Snowflake Dinner, Non-Event. For incoming Board Members, because of the COVID-19 restrictions, Martin House’s Development and Public Relations Committee made the decision to maintain the Annual Dinner reference but make it a Non-Event for this year. Sponsors and attendees were asked to continue their previous year’s level of support. The Committee will report on the success made thus far. Since this is the only event that Martin House hosts, it means a lot.

I am looking forward to hearings about the Board’s plans for my resignation/retirement. Employees are asking for information. I have not yet informed residents but hope to soon.

Respectfully submitted,  
Paula

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

**GRANTS RECEIVED:**

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

- Community Foundation of Eastern CT's Neighbor for Neighbor's Fund - \$8,000 – Air Scrubber & Commercial Sanitization

**GRANTS WRITTEN:**

The following grant proposal has been written:

- George & Grace Long Foundation - \$5,000 – Medical Advocacy

There are 13 grants currently pending.

**SNOWFLAKE DINNER**

To date, we have raised \$10,070 in both sponsorships and donations, leaving us with \$1,805 left to raise in order to meet the budgeted profit amount of \$11,875. Two additional Board members have contributed to the Non-Event since the last meeting (see attached sponsorship/donation flyer on page six). If you have anyone that you would like for me to forward a copy of the Non-Event flyer and letter, please call (860) 889-6150 or email [caralynmt@martinhousect.org](mailto:caralynmt@martinhousect.org), at your convenience.

Respectfully Submitted,

Cara-Lynn M. Turner  
Administrative/Development Assistant



# 5<sup>th</sup> Annual Martin House Snowflake Dinner



2021

## Sponsorships

### Blizzard - \$1,000

Eastern CT Savings Bank  
Law Offices of Theresa Madonna  
Paula Oberg

### Flurries - \$500

Anonymous Donation  
Charter Oak Credit Union  
Doherty, Beals & Banks, P.C.  
Harold Oberg  
Margaret Sabe  
Dr. Lori Stetz & Chad Schaedler  
Grace Vandal

### Snowflakes - \$250

Candace Bodenhofer  
BT Tile & Carpet Co.  
James & Lori Goepfert  
Rotary Club of Norwich  
Sandra Sharr & Marc Fishbone  
Donald & Rose Werner  
James & Sandra Williams  
Worker's Compensation Trust

## Donations

Martin House would like to thank the following people and/or organizations  
for their contributions to this year's No-Show Gala:

Thomas Aageson, Judith A. Brault, Robert Fusari, Ornet Hines,  
Armand Lambert, Tina Kamercia, Thomas & Theresa Loeb,  
Carol McNamara, Norwich Printing, Rhonda Rooney  
& Marilynn St. Onge.

