

## ST PERPETUA OUTREACH COMMITTEE MINUTES

January 3, 2016

**Members Present:** Ann Porcella, Sandi Gritzer, Joan Liston, Pat Snyder (Chairperson), Carol Weyer, Marj Ho, Marielle Narkiewicz (Secretary), Patty Flynn, Mary Terjeson, Kitty Locke, Ann Diemer, Mary Kuhn, Karen Kalvass, Diane Hansen

**Welcome and Opening Prayer:** Pat Snyder welcomed everyone and handed out a prayer for the evening.

**Speaker:** We have no speaker for today.

February will be Drea Requilme from the RotaCare Clinic.

Future Speakers: Loaves & Fishes- Mary T is still waiting to hear from them; Karen suggested No One Left Behind for April or May.

### **Correspondence and Agency Updates: All / Ann Porcella / Ann Diemer**

We did get a letter from St Mary's associating Friendly Manor and this was sufficient for us to understand that they are getting our financial donations (this was a concern since merging with St Mary's).

We received a request from a parishioner for supporting a new agency. The agency is Putnam Clubhouse, in Concord, which serves persons with mental illness. As a psychiatrist, this parishioner thinks that this would be a fantastic agency to support in addition to whom we currently support. They have daytime, evening and weekend activities to reduce hospital time with their clients and also support physical wellness in addition to their mental illness health. It is one facility that has a variety of workshops and activities for severely & chronically mentally ill persons. They have a well-organized, energetic and focused staff. We may want to get a speaker from the agency to speak with us about this organization in the near future to see if we would like to add this agency. We would also need to decide if this is a one-time support or if we would add them to our list.

Currently we do not have a focused definition of what the role of the agency liaison is. Rather than go about informing new members informally, we should have a defined role

for the agency liaison. Pat sent around the current documents for the Outreach Committee: Agency Profile, Committee Profile and Mission Statement documents. Ann Diemer also sent around a document describing sources (such as GuideStar) of rating for charities- which would act like a “cliff’s notes” version of charities that we may want to add to our list, including the charity’s mission, their budget and score given based on their information. This may be a great way for us to learn about different agencies without starting from scratch, and the information given by these sources almost match our agency profile document. One idea to improve, Mary K suggests to add how the agency measures success (i.e. how many people they have housed in the year, etc.). We should work on the profile form and improve upon it. Beyond that, we would like to better define the role of agency liaison. Joan thinks she has a document defining the liaison role that was given to her when she joined.

### **Financial Report & Fund Distribution: Patty / All**

We also donated \$500 to Winter Nights, per the financial report, but this may be an error since the Thanksgiving Winter Nights donation should not be on our records at all (as well as the planned donations from December to Bay Area Crisis Nursery, Bay Area Rescue Mission, CCIC and Child Abuse Prevention). We will keep \$800 in the bank for Shelter Dinners.

We need to determine what happened to the Cash for Turkeys donations because that donation is missing.

Mary, Patty & Pat will meet with Katherine to determine the financials from December and will report back in our February meeting. Because the financials are possibly in error for this month, then we will not donate at all in January and instead will donate more money in February.

Dates for 2017 donations: 1/29 4/30 7/30 10/29 12/31

Because we will be losing Patty, we will rotate members to handle the financials each meeting until we find a replacement for Patty. Ann Diemer & Mary Terjeson will be rotating for now.

### **Blue Barrel: Pat**

We will get an update on this in February. Possible suggestion would be for the Rota-Care, as a new agency (gauze, band aids, braces, splints, alcohol wipes, tongue depressors, etc.)

### **Pasta Feed: Pat**

We agreed with Monica Chapel and the others who conduct the Winter Nights Pasta Feed to support them by covering masses with ticket sales. The pasta feed is February 4<sup>th</sup>. Aside from selling tickets, we may also accept donations.

Dates for selling tickets: 1/21 & 1/22 and 1/28 & 1/29

### **Winter Nights: Karen**

We are responsible for the following dates: dinner on February 28<sup>th</sup> through breakfast on March 5<sup>th</sup>. Karen is asking for additional help during masses to staff the sign up table. The activities for volunteering range from preparing meals, assisting with homework, play / read to the children, serving the meals, cleaning up from the meals, sleeping over, etc. The dates to help with signups: weekend of February 11<sup>th</sup> & 12<sup>th</sup>.

### **Christmas Food Drive / Cash for Turkeys: Kitty / Virginia**

Both the collections for the Christmas Food Drive went fantastically. We had approximately 150 bags both Sundays.

No updates for the Cash for Turkeys.

### **ANKA Socks: Pat**

We donated 285 bags of socks and toiletries and some additional bags of other items, reaching our goal of 300 bags.

### **Food Basket: Virginia / Kitty**

January 14<sup>th</sup> and 15<sup>th</sup>; items: Hearty Soups & Ramen

### **Shoes that Fit: Marj / Carol**

We have two lists, and all the shoes were delivered before Christmas; one list of 22 names on November 18<sup>th</sup> and another list of 14 names on December 1<sup>st</sup>. Marj will email the vice principal and have a meeting with her, as she is new. We hope to get another list sometime soon.

### **Annual Report: Mary T**

Mary would like our input on the Annual Review from last year, and she would like us to give updates, improvements, etc. for the 2016 Annual review. Last year we did the "211 hotline", which was new, so for 2016 what is "new" for us to report out on? Some ideas: No One Left Behind; we had three Blue Barrels this year (including the Clothing Drive). Mary would like a total number of shoes from Marj- (65). She may include a short description about Friendly Manor since it is now within St Mary's. Mary K suggested adding the statistics for poverty for Contra Costa County, possibly including a trend with the national rate, and a definition of poverty to show why we are doing what we are doing. Also need an updated list of agencies we are donating too (add RotaCare, Food Pantry at St Francis of Assisi run by St Vincent de Paul, etc.).

### **Other: Refugee Family: Mary K**

Mary did get some dates in to meet Jude Stevens and Sister Elizabeth Lang (refugee settlement staff) with Mary & Christoph. They will meet to determine how St P's can be helpful.

### **Publicity: Sandi**

Sandi has everything she needs.

### **Shelter Dinners: Ann Diemer**

The next three months of Shelter Dinners are being covered by St P's school (January, February and March).

**Closing Prayer:** The meeting was ended with group prayer of the Our Father.

**Next Meeting: February 7, 2017, Chairperson will be Pat Snyder**