

**PEOPLE HELPING PEOPLE
Stetson University
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**March 11, 2010
Annual Meeting Minutes**

The 2009/10 annual meeting of People Helping People, Inc. was held on March 11, 2010 at 3:00 pm in the Library Conference Room. Attending the meeting were Debbi Dinkins, Mitchell Reddish, Dick Wood, Jane Bradford, Christopher Ma, Linda Grooms, and Kimberly Reiter.

Old Business

The minutes from the 2008/9 annual meeting were reviewed. It was noted that the meeting had been moved from its traditional April date to reflect the school year rather than the calendar year. The move seems to have been successful due to the immense effort of Ma and Dinkins to organize the records in time.

Richard Wood reported that the search for a new treasurer was successful, and thanked Christopher Ma for assuming the post.

Dinkins distributed a list of grants considered in the past year. Reddish asked about the Council on Aging request from April 30, 2009, as he did not recall such a request. Dinkins advised the committee that she had stopped the request before sending it to the committee as it was repeat request and was not eligible. The application had been withdrawn. The committee concurred with her decision.

The results of making grantees more accountable was discussed. Dinkins reported that no formal mechanism was in place yet, but that there is now a phrase in the acceptance letter urging grantees to follow up. It seems to be working.

The list of 2009 contributors was reviewed. There are 59 contributors, both from payroll and one-time donation. While there was some discussion about opening up the membership of contributors beyond Stetson, the majority feeling was this remain a Stetson affair. Dinkins also circulated a list of donations historically, revised by Ma to correct an error.

Current Business

Four donations were made in 2009. Dinkins distributed a summary sheet, describing the donation requests and amounts. The summary sheet is attached.

1. Spring Hill Neighborhood Association - \$1000
2. Great Kids Explorer Club - \$2000
3. Good Samaritan Dental Clinic - \$2000
4. Living Water Free Methodist Church - \$750

Three requests were denied

- 1) Back to Basics II Straight to Work Program
- 2) Council on Aging – withdrew request when informed it was too soon to make a second request.
- 3) Spring Hill Neighborhood Association

Dinkins noted that monies remained available without drawing down the assets, and asked the committee if there were groups that should be encouraged to reply. She is creating a more accessible and informative website for interested organizations.

- ⇒ There was general discussion on how a website should be worded.
- ⇒ The committee was reticent about sending out letters to organizations.
- ⇒ Reddish mentioned that we have targeted West Volusia historically, and that when we get the word out we emphasize that these are small funds for emergency needs.
- ⇒ Wood asked if we should word website to stress that these funds are to be used only for urgent or serious problems. The committee discussed this query and decided not to limit PHP in that way.
- ⇒ Wood mentions that in informing charities the committee must be careful not to impede Greenfeather.

Treasurer's Report

Treasurer Christopher Ma reported that the charity had almost \$10,000 available in the 2009/10 year without having to draw from the fund, and almost \$800 coming in monthly. Actual spending was \$5750. (documents on file) There had also been close to a 28% increase in total assets, from \$140,900 to \$190,500 in part because the committee had decided to stay a moderate course in investments during the economic panic of the year before. Conservatively he estimated a reserve of over \$200,000. The committee thanked Ma for assuming the treasurer's post and managing the funds so successfully, especially after the troubling previous year.

Discussion followed as to whether the committee wished to liquidate any assets to the account, and whether the committee wanted to establish a maximum grant pool per year.

- ⇒ Reddish commented on how low the payroll deductions were this year, and asked if it were possible to obtain a record of payroll deductions historically.

- ⇒ Dinkins suggested that previous years be tabulated to track contribution patterns and actual changes. Ma suggested that the previous year had been difficult for everyone, and the trend may reverse eventually.
- ⇒ There was also a question as to whether the per month payroll deductions were being reported for a 12 month pay period or a 9 month pay period. Ma promised to investigate.

Addendum: Ma later reported by e-mail, attaching a record, supplied by Wood, of donations received from 2005-2009. To answer Reddish, donations “have increased steadily each year from \$8800 to \$12153.”

There was discussion about how to read the Total Assets chart, and there were suggestions that numbers had been added rather than subtracted, based on a misunderstanding of what “gift” meant. It was suggested that a better word was “grants”. Wood will work on it.

Further Business

Ma again asked if historically donations have been restricted to Stetson employees. Pointing out that it took years to create the \$200,000 in assets, he asked if wealthy outside donors might be solicited to add to the pool.

- ⇒ With one exception Reddish could not recall a non-Stetson donor.
- ⇒ Dinkins was concerned that encouragement of outside donors might impede Stetson’s Office of Development.
- ⇒ Wood stressed that Greenfeather might also be impeded.
- ⇒ For now the committee did not believe we should solicit outside donors or fundraisers, although it was jokingly suggested the librarians could hold a very successful bakesale.
- ⇒ The committee endorsed a round of applause for the delicious cookies provided by Bradford for the meeting.

Election of Officers

With the exception of Ma’s appointment as treasurer, the slate of officers remains unchanged. The officers for next year are: Debbi Dinkins, President; Jane Bradford, Vice-President; Kimberly Reiter, Secretary; Christopher Ma, Treasurer. The current board members are: Richard Wood, Eric Kurlander, Adrienne Perry; Nancy Surynt; Mitchell Reddish, and Adriana Velazquez.

The meeting adjourned at 4:00 pm.

Respectfully Submitted March 22, 2010

Kimberly D-Reiter

Kimberly D. S. Reiter, Secretary