

## ACCW Board Meeting

May 22, 2014 4:30PM at the Deckers

### Present:

Dr. John Decker, Treasurer and Director  
Jeanne Abe, Supply Room and Director  
Jean Fiddes, Public Relations and Director  
Paula Baldwin, Prayer Leader/In-Reach Coordinator and Director  
Mary Lou Mellinger, Secretary and Director  
The Rev. Linda Decker, Director  
Peter Lee, Director  
The Rev. Austin Murray, Clergy Support

### Absent:

Kekuhaupio R. Akana, President and Director  
Mark Sitts, Director, Training Coordinator  
Mary Leyva, Grants Manager ( non-voting participant)

The Meeting was called to order at 4:30PM.  
Father Austin lead us in prayer.

## Treasurer's Report

The Treasurer reported that after talking to various people at the Diocese the IRS form does not need to be filed. Gil Aragon, Attorney at Law, is writing a letter explaining that the filing of this IRS form is 'technically moot' because we are tax exempt as a church program under the Diocese. Gil's letter will be sent to the IRS as part of our non-profit application.

The financial procedures were reviewed and all voted in favor of acceptance.

John Decker is planning to continue to serve on the ACCW Board through the annual meeting but would like to have as part of our goals someone that could potentially be trained as Treasurer.

There is no financial report for the meeting but the bank balance on the last statement was over \$14,000. He will request a statement from Lea and circulate to the Board within the next couple of days.

Jean Fiddes reminded us that there is still \$2000.00 pending as a donation from last year's Kula Festival and this will be paid once ACCW officially has its non-profit status.

## President's Report

Jeanne Fiddes is checking with Rev. Kerith and the use of Saint John's Parish Hall for Sunday, August 31 for A Cup of Cold Water Social ending with Evening Song at 5:30PM.

Keku had a conversation with the IRS regarding the status of our non-profit application. Our request filed Dec. 30, 2013 has NOT yet been assigned to an agent. They do not give an estimated time when an application will be reviewed, it depends on the order in which it was received.

Lea spends about two hours a month on Bookkeeping for ACCW.

Cindy Akana tallied the in-kind donations for April at close to \$4,000.00.

ACCW will need another person to help handle the in-kind donations and have set designated days (Mon/Fri or Wed/Sat) to avoid back-up overflow. (The Board suggested checking with Susie Davis).

Keku is going to check with Father Rich, Peter and the Vestry to see if the empty space behind the Rector's office could be temporarily used for storage. (Please see the discussion under New business regarding a larger storage space.)

Saint Joseph's special run went well. They serve primarily the sheltered poor. ACCW served about 30 on the ground and gave out plenty of our clothing. Some of the clients were stunned that we were offering free items. Hygiene, razors, toilet paper, towels, sheet all were popular. We did see three of our Kihei clients.

In-person Run Leader Training was held with Duke and Deb and included a review of the updated Operations Manual.

A third Seat is needed in the Van. (The board suggested asking Duke Casper to help find a fold-up seat and get an estimate and then we could find a donor to help pay for it!) -

The Newsletter has not yet been published for March/April because of a full work and volunteer schedule. (The Board suggests keeping the newsletter bi-monthly but getting articles and information from others so that not one person does all the writing. All feedback from the Board is that the 'Snapshots' are terrific - keep them coming. Father Austin has referenced them for sermons.)

A follow-up report was completed to the Mission Beyond the Church commission regarding last year's grant and the UTO report is next.

Our cup overflows with volunteer interest for serving on the van. (An ad-hoc committee with Paula, Mother Linda, Deb Lynch and Mary Lou has been formed to organize and develop a volunteer application, an opportunity to serve list and the possibility of volunteering in various support ways as a stepping stone to serving on the van. This group will meet next week before Paula and Mother Linda are off-island.)

The Kula Festival has chosen ACCW as one of the beneficiaries for its Sept. 27 event! Thank you Saint John's! The Van will be displayed and the West side run will be canceled for that day. The clients will be notified and there will be doubles given out the week before as needed!

No one has stepped-up as a Van Leader (and team) for Saint John's Kula Festival on September 27. *keku will follow-up with an email and telephone calls.*

The Lahaina Run is exploding. (John Decker offered his well-learned insights from 25 years with the homeless shelter about the differences between the culture of the central Maui homeless and the west side. The central area for the most part are polynesian and local families, single mothers and kids, while the west-side is more predominately new residents, predominately male from the U.S. mainland with a lot of drug use challenges.)

Our cup overflows with New Volunteer interest. Please see discussion below under new business regarding this topic.

We need to continue to work on our **goals** and not take on anything else until we shore up our internals.

- Vice-President on-board!
- Van Coordinator-critical This person will ensure the Van is cleaned, maintained, schedule maintenance, keep insurances current, take care of safety and registration and have the van fully detailed 2-3 times a year and deal with mechanical issues.
- Actively seek out grants and see what we need for support in this area.
- Secure larger supply room - preferably at Good Shepherd
- Web Master/Facebook Coordinator (with paypal for donations)
- 501(3)c
- Post financials (maybe what we have now and fix-up just a few categories)
- Make sure all of our current volunteers have their mandated trainings/background checks
- Third seat in the van (**ACCW Board suggests Duke obtain an estimate for a third seat**)
- New Brochure, tee shirt, and thank you, fill-in-the blank, card - coordinated look for all three
- visits to all churches continues - later this year Saint Theresa, Saint Ann's
- Community Speakers - Keku, Jean F. (yes) and Mark?
- By the Fall or early Winter, replacement Purchasing Agent
- Training DVD, Meeting with Run Leaders and Van Riders, share what we have learned, basis for small training DVD - update Manual regarding in-the-van training for Run Leaders
- Add East side Run (2015)

- A Food bank/food pick up location has opened at Door of Faith Church in Paukukalo ( opens at 0900 am! every Wed). This church is situated near Hawaiian Homes and is an ideal location for service.... ( note: we can consider a stop there in the future (2015)

The ACCW board encouraged bi-monthly (every two months) publication of the newsletter and continuing the Snapshots. The hope is that in time there be a volunteer position that could help with the writing and articles from various people on the team so that the President is not the only one contributing.

### **Additional Reports**

#### **Supply Team:**

It would be helpful to have items presorted into groups like tee-shirts, shorts, spam, etc. before being delivered from the various churches to Good Shepherd. An order just received from Saint John's was done that way and everything was already counted - really helpful!

Eliminating the snack, hygiene, dental and razors packaging and only distributing individual everything as individual items (except for a basic first aid package) has reduced the number of items being distributed and made inventory a much easier process.

Susie Davis has been a big help with the supply room operations.

#### **Secretary:**

Mary Lou has been attending the Homeless Alliance Meetings the third Wed. of each month. Along with ACCW, Feed-My-Sheep, the Salvation Army and Hale Kau Kau are active associate members. The Homeless Alliance will soon be part of a state-wide organization called Bridging the Gap. Many of its members are recipients of HUD monies and the state organization is part of new government funding requirements but the focus for the Maui group is on networking, problem solving and advocating for the homeless. The newest committee of the Homeless Alliance is on 'housing issues' with committee member volunteers with a lot of expertise in this area. Lisa Darcy reported that the Ho'omana Foundation is in the initial steps of developing a pilot program (five people), on private land near the Lahaina bypass. There is a lot of interest among the many social service agencies that attend meetings about how to get Housing First monies to Maui. The next areas of interest for Maui's Community Police are Kanaha Beach Park and the area behind the Salvation Army.

(John Decker in response to the information from the Homeless Alliance Meetings offered an interesting education as to the differences that have been

experienced by the Homeless Resource Center over the last 25 years in the culture of the clients served in the Central area vs. West Maui. In Central it has been more single moms and kids, more polynesian and local folks while the west side has been more recently males from the Mainland with drug use problems. It has been challenging to be effective with the west side population and the cultural differences are dramatically different. )

### **In Reach/Scheduling Assistance:**

#### **PR:**

ACCW Easter week article and Editorial in Maui Weekly - Cindy Schumacher

Sweet press release Marilyn Hirashima, Maui News, Community News, Saint John's children make Easter Treats for ACCW Van delivery...

### **Fund Raising Report:**

- Cindy Akana working on a possible fundraiser with Ruby Tuesday's Restaurant.
- Pending - Fund Raising - Report on Insulated Bags with Logo  
The bags are \$2.79 each for 250 bags. They are currently running a 5% discount for bags and there is free shipping.  
<http://www.discountmugs.com/product/reusable-insulated-grocery-tote-bags/>  
Peter Lee and Mark Sitz will design and order
- July 1, sign-up for Foodland's Give Aloha Program (use Diocese non-profit status) ACCW will need to provide a banner for this fund-raiser.

### **Grants:**

Mission Beyond the Church ,

Keku - I am suggesting we ask for \$7,500.00 to help us meet our operational needs of: ( these monies would also help us get thru the next 6-8 months of normal operations as we build our regular donor base, fundraising and continue to seek creative grant opportunities)

Fuel

Food

Water

Shelving IF we get a Supply room expansion in the next 12 months or so...

*ECW Specials - ECW Special for allow us to purchase fuel for One months runs ( 12 per month )... \$500.00 or 24 runs...\$1,000.00..... That would mean ECW helps us feed 1,000 people in 24 runs.... \$1.00 per person of fuel )*

## **Training Coordinator's Report:**

### **Old Business (follow-up)**

- Change Articles of Incorporation (delete Jay Jackson, add Mark Sitz and Jeanne Abe)? Change at Annual Meeting
- Book ACCW Speaking Engagements (Keku, Mark, Jeanne Fiddes)

### **New Business**

**New Business included discussions regarding the ACCW storage space, a strategy for new volunteer interest and the growing number of homeless on the west side.**

1. The Board had a discussion regarding the current inadequate storage space.

The concerns include:

- **Heat** and lack of air in the storeroom, now that we are into summer, and how it affects the volunteers as well as what is being stored (i.e. granola bars and soap)
- The musty smell and leaking in the storage shed where all of the clothes are shelved.
- How much work goes into moving things before sorting and then moving back.
- The amount of time and the challenges with managing inventory when items are stored in multiple spaces on and off site.
- **A big one for everyone was the need for a collection area for all donations. The thought being that once we have this kind of space available than scheduling regular volunteer date and time to sort out the in-kind donations will be much easier and quicker.**
- There was concern about the space formerly occupied by Neighbor-Helping Neighbors. It wasn't clear that that was a spot where the van and the ACCW shopper could easily park the van to load and unload. There has not always been easy cooperation with the neighboring properties. (John Decker and Peter Lee).

- It had been assumed that Good Shepherd was donating storage space and the other churches were making annual contributions.
- Good Shepherd is working on some remodeling plans but it could take up to a year.

Suggestions and Action Steps:

The question was raised about any space on the Good Shepherd property that we could lease at a reduced rent plus CAM? There are some consistent monthly donors and their donation could be earmarked for this rental and/or targeted donors could be solicited for these funds. In addition once a space is identified then monies could be raised to help pay the rent.

*Peter is going to find the size and rent for a 'low blue building' behind Good Shepherd and let us know. There is parking for loading and unloading. It was formally an attorney's space and may not be quite big enough.*

*We also discussed exploring any contacts we had among all the congregations and volunteers to see if there is anyone we know in the storage room business and what kind of support we would have for a space big enough for storage and the van.*

*2. New Volunteer Interest, the possibility of a new volunteer application and other suggestions were discussed. There is a concern about diluting much more the number of volunteers riding on the van as well as a need for getting specific volunteer opportunities filled.*

*Find out their area of expertise and see if there is a match i.e. shopping, PR fundraising, grant writing, design, Web and Facebook Master (simple kind-not complicated), Bookkeeping, Financial Statements, Public Speaking, Board and or Non-Profit Experience, Medical background, photographer, and time they have available for ACCW.*

*Keep them on a reserve list ( for cancellations, desired switches)*

*Encourage them to attend ACCW Church Visits in support of A Cup of Cold Water*

*Volunteer at the Kula Festival as part of the ACCW Team and possibly at Saint Joseph for monthly visit*

*Have them complete mandated trainings and/or a number of hours of support service work before becoming a regular volunteer on the van.*

*Add to In-Reach and Newsletter list serves*

*We may want a help wanted section in the Newsletter for Fundraising, Web and Facebook Master,*

*Action:*

*Paula Baldwin will spearhead a committee with Linda Decker, Mary Lou Mellinger and Deb Lynch to organize a strategy for new volunteer interest and report back at the next meeting on July 10*

*NEXT MEETING: THURS. JULY 10 4:30PM AT THE DECKERS - bring some food to share.*

## **CALENDAR**

- **Sat. June 7:** Adult Sexual Misconduct Prevention (ASMP)
  - Good Shepherd 8:30-11:30AM
- **Sun. August 31** - Saint John's ACCW Family Social concluding with Evening Song
- **September 27** KULA FESTIVAL Van will be on display 9AM-PM
- Schedule Annual Meeting (Mary Lou may be gone 17 days middle of October)
- **Nov. 21:** Statewide Homeless Awareness Conf. Pacific Beach Hotel

*Closing Prayer*