

**Thames River Community Service, Inc.**  
**Board of Directors Meeting**  
**May 15, 2019**  
**At Martin House**

**AGENDA**

1. Review of Minutes
2. President's Report
3. Executive Director's Report
4. Committee Reports
  - a) Finance – Gayle O'Neill
  - b) Investment – Bob Fusari
  - c) Development and Public Relations – Deb Eskra
  - d) Governance - Theresa Madonna and Marilyn St. Onge
  - e) Facilities – Mike Bennett
6. Old Business
7. New Business
8. Adjournment

Next Meeting: June 19, 2019 at Thames River

MISSION: The mission of Thames River Community Service, Inc. is to provide safe housing with support services by creating an environment in which families and individuals who are experiencing homelessness pursue goals for self-sufficiency and control over their lives.

This mission is accomplished by promoting family and individual wellness, by empowering people to develop an achievable plan for successful independent living, to pursue significant employment, to acquire life skills and to maintain stability.

EXECUTIVE DIRECTOR'S REPORT  
May Board Meeting 2019

The following is a general summary of my activity since our last meeting.

**Administrative/Finance:**

- We received the grant from United Way to buy the Firestoppers.
- I will give the password for the board portal on our website and should have board material posted by the end of the week.

**Marketing/Networking:**

- The auction was a big success. We raised about \$50,000; finalizing net amount at this time. Thank you to the Board for supporting the event!
- This year we tracked new guests to the auction as a means of cultivating new donors. There were 21 new guests to this year's auction. I will be sending out personal thank you's to them as well as sending them the new agency brochure and an agency magnet that was just created.
- We will be asking everyone how they learned about the event to assist with our marketing strategy for next year.
- We had professional pictures taken at this year's event which we will post on social media now and use for marketing for next year.
- We are finally moving ahead with our kitchen expansion.

**Thames River Community Service, Inc.  
Program Manager's Report – April 2019**

<b>New Families</b>	<b>2</b>
<b>Current TRFP Families</b>	<b>22</b>
<b>Left for permanent housing</b>	<b>1</b>

**TRFP Resident Families**

***# in employment – 11***

***# in vocational training – 1***

***# in education (college or h.s.) - 5***

***# working w/Bur. Of Rehab or Employ. Agency – 0***

***# in Day Treatment Program – 1***

***# in 2 or 3 categories above - 0***

**Community Updates:**

- Cooking with Staff –Curry Chicken
- Leadership Group with Staff
- GED classes started M/W/Th in the Library
- Parenting Play group with Staff
- Community Birthday
- Community Egg Hunt



## Thames River Community Service, Inc.

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[www.trfp.org](http://www.trfp.org)



*Together ... Creating Community*

**TRCS  
Supportive Housing Program  
Monthly Board Report  
April 2019**

Dear TRCS Board Members,

**For the Month of April 2019:**

- SHP staff offered support to Tenant returning to hospital for month long chemotherapy treatments.
- Staff assisted Tenants with household composition changes.
- SHP staff continue to review updated quality assurance policies and implement new paperwork.
- SHP staff educated and assist with Tenant's navigating local courts.
- SHP staff registered for upcoming trainings applicable to service delivery.
- SHP staff promoted upcoming annual auction.
- Staff began exploring summer care and camp opportunities with families.

Thank you, TRCS Board Members, for your ongoing support and guidance to all of our families and staff.

Respectfully,

Sheila Hayes  
Supportive Housing Program Manager

**Thames River Community Service, Inc.**  
**Development Office Report**  
**May 15, 2019**

**Grants**

A grant in the amount of \$8,000 has been awarded from Norwich Youth Grants through the Community Foundation of Eastern Connecticut. While young parents reside here, they receive training in basic life skills that includes effective parenting as a regular part of our programming. We are adapting our former summer Day Camp Program to meet the needs of younger parents and children. Advocates use the Ages and Stages child development milestone model developed by the Connecticut United Way. For eight weeks during the summer, an intern works with the parents to re-enforce techniques used in reaching milestones in their children's development. Parents learn how to engage with their children and help them to grow and thrive.

To date we have raised \$62,550 in grants towards the goal of \$90,000. We have received \$42,816 in donations toward a goal of \$74,675. The appeal will be mailed out this month.

**Luncheon and Auction**

We will report on the gross estimate for the event at the Board meeting. Details of the breakdown will be included in my next report. I am very grateful to the many members of the Board, members of the Development and Public Relations Committee and staff who volunteered their assistance, provided generous financial support and helped to execute the event perfectly!

**Development and Public Relations**

The Development and Public Relations Committee will meet on June 12<sup>th</sup>.

Respectfully submitted,

Laura J. Hobart  
Director of Development  
May 8, 2019