

<b>Meeting Agenda/Minutes</b>		January 3, 2023, 7:30 pm Dignity Center
<b>Agenda &amp; Notes</b>		
<b>Topic</b>	<b>Notes</b>	
<b>Attendees</b>	Peter Edwards, Tom Bower, Myles Gallagher, Jake Hudson, Bridget Kilburn (Z), Jim Lindsay, Gil Pimentel (Z), Jon Strickland, Jason Carson Wilson, Tom Yates Non-Board Members Present: Paul Bedard (Office Manager) (Z)                      Z == via Zoom)	
<b>Absent</b>	Dave Friscic (proxy Jake), Doug Kilburg (proxy Tom Bower)	
<b>Secretary</b>	Jon Strickland	
<b>Opening Prayer</b>	Peter Edwards offered prayer.	
<b>Approval of Minutes</b>	<ol style="list-style-type: none"> <li>1. Tom Bower moved to approve the December Minutes; Jim Lindsay seconded.</li> <li>2. None opposed; none abstained.</li> <li>3. The December Minutes were approved unanimously.</li> </ol>	
<b>Officers' Reports</b>		
<b>President</b> (Tom Yates)	<ol style="list-style-type: none"> <li>1. Tom Yates indicated that the Youth Group has historically taken the lead on the Mardi Gras Social held after Mass and that he would like to schedule it for Feb 11<sup>th</sup>.</li> <li>2. Peter offered to help with setup, etc.</li> <li>3. Tom Bower suggested that each Board member could/should bring something to share.</li> <li>4. Tom indicated that DignityUSA has asked if they can use the Dignity Center for a reunion event in April for the folks who attended World Youth Day conference in Europe but noted that the Center will most probably be during construction in April.</li> </ol>	
<b>Vice President</b> (Peter Edwards)	<ol style="list-style-type: none"> <li>1. Peter again requested articles for the Sunday Bulletin, suggesting that the bulletin should be reduced to a single page (double sided) until he has more information.</li> <li>2. Jake indicated that he would have information on finances in the next week or so.</li> <li>3. Peter indicated that will not be able to put the bulletin together during the week of Jan 29<sup>th</sup> and will need someone to replace him.</li> <li>4. Jake indicated that he would take responsibility for the bulletin that week and will plan to include the finance information in the Feb 4<sup>th</sup> bulletin.</li> </ol>	
<b>Treasurer</b> (Jake Hudson)	<p><b>Income –</b></p> <ol style="list-style-type: none"> <li>1. The Profit and Loss statement (attached) has both November and December financial information.</li> <li>2. Income was slightly below average in November, but was very strong in December, <ol style="list-style-type: none"> <li>a) Collections and Unrestricted numbers in December were driven by two generous end-of-year gifts.</li> <li>b) Interest income was very high with one CD maturing in December.</li> <li>c) Budgeting for interest income had been about \$1,000 a month December saw \$5,000 in interest income.</li> <li>d) November collections were only about \$1500 while most months need to average roughly \$2500-4000.</li> <li>e) The Unrestricted number represents amounts that came in through the mail without any earmarking; a higher number due to folks who use alternate donation methods (i.e., through the mail) since Covid impacted the way things come in.</li> <li>f) Paid membership renewals through December (94) lagged last year by about 20.</li> <li>g) Jake mentioned that he and Paul will take care of forwarding membership numbers and funds to DignityUSA by the end of the month.</li> </ol> </li> </ol> <p><b>Expenses –</b></p>	

	<ol style="list-style-type: none"> <li>1. There were no unusual expenses in November.</li> <li>2. December was highlighted due to:             <ol style="list-style-type: none"> <li>a) Contributions that include:                 <ol style="list-style-type: none"> <li>i. Imperial House Holiday Fund (\$125).</li> <li>ii. Maury School – Secret Santa (\$2,100) including \$500 the Board added to the amount raised through member contributions.</li> <li>iii. St Margaret's Christmas flowers (\$500).</li> </ol> </li> <li>b) Compassion Fund request (\$2,000).</li> <li>c) Everything else was in line with budget (up \$700 for the year).</li> </ol> </li> </ol> <p><b>Balance Sheet and Cash Flow</b> (attached) – While it can't be seen here, the value of the Dignity Center has increased by the amount of the first payment to Arminco to begin the renovation project.</p> <p><b>Other treasurer topics</b></p> <ol style="list-style-type: none"> <li>1. <b>Status of Audit</b> –             <ol style="list-style-type: none"> <li>a) The Audit reports/updates from Nan Miller were received in early December.</li> <li>b) Jake responded with Board comments (relatively minor) on December 20<sup>th</sup>.</li> <li>c) Nan Miller responded on December 29<sup>th</sup> with all changes accepted.</li> <li>d) The report represents a very solid and positive review of Dignity Washington finances.</li> <li>e) Jake indicated that he is very pleased with the review.</li> <li>f) Jake asked if Board members had any questions/concerns; none were mentioned.</li> <li>g) Jake moved that <i>Dignity Washington's Board accepts the audit report and the associated IRS Form 990 from auditor Nan Miller for FY23</i>. Jason Carson Wilson seconded. None opposed/abstained. Passed unanimously.</li> <li>h) Jake indicated that he would like to post these finalized documents as soon as possible and get word out to our members about the reports.</li> </ol> </li> <li>2. <b>CD purchases</b> –             <ol style="list-style-type: none"> <li>a) A \$50K CD matured at the end of December.</li> <li>b) Because we have sufficient funds in ready cash to complete the renovation of the Center, the Executive Committee decided to roll this CD over into a new 1-year CD at 5.05% interest.</li> <li>c) The Executive Committee also decided to open another \$50K 6-month CD at 5.0% interest.</li> </ol> </li> </ol>
<p><b>Secretary</b> (Jon Strickland)</p>	<p>No report provided; minutes submitted.</p>
<p><b>Office Manager</b> (Paul Bedard)</p>	<ol style="list-style-type: none"> <li>1. Paul asked Jake if there was any decision related to Pride involvement.</li> <li>2. There was some discussion about the costs of Pride registration with the decision that Paul will do the research and get back to the Executive Committee (noting, however, that the funds are already approved as part of the current budget).</li> <li>3. Paul will take care of the paperwork before January 5<sup>th</sup>, saving 20% on associated costs.</li> </ol>
<p><b>Committee Reports</b></p>	
<p><b>Liturgy</b> (Denis Pringle)</p>	<ol style="list-style-type: none"> <li>1. Denis reported that the Liturgy Committee will meet Sunday, January 7, 2024, at 5pm in St Margaret's library.</li> <li>2. Jake indicated that St Margaret's advertised our Christmas Day Mass (since they were only hosting a Christmas Eve service for their community) and four or five of their members attended the Dignity Mass.</li> </ol>
<p><b>Communications</b> (Jason Carson Wilson)</p>	<ol style="list-style-type: none"> <li>1. It was reported that the website, when recovered, reverted to the old pages/information, and really needs to be updated again.</li> </ol>

	<ol style="list-style-type: none"> <li>2. Tom Yates indicated that the Movie Nights page should indicate that those events will be on hold until after the Center renovations are completed.</li> <li>3. Jon indicated that he will spend the next week or two updating the pages to include the changes/corrections that were incorporated before the site crashed.</li> </ol>
<b>Committee on the Church</b> (Myles Gallagher)	Myles Gallagher indicated that the Committee on the Church has had no recent meetings.
<b>Committee on Aging</b> (Dave Friscic)	<ol style="list-style-type: none"> <li>1. David Friscic reported that he contacted Denis Pringle of the Liturgy Committee to see if there is any interest in offering visitation and communion to the community’s elderly and/or homebound members.</li> <li>2. Denis seemed interested and suggested that David attend the next Liturgy Committee meeting (Jan 7<sup>th</sup>) to discuss it with the entire group.</li> <li>3. David made an appointment with Iona Senior Services to discuss a potential speaker to make a presentation to Dignity related to discrimination toward elderly LGBTQ+ folks – especially with regards to retirement homes, caregivers, health, etc.</li> </ol>
<b>Dignity Center Re-Envisioning</b> (Tom Bower / Jake Hudson)	<ol style="list-style-type: none"> <li>1. Tom Bower indicated that Arminco (contractors handling updates to the Dignity Center) is currently monitoring the permit approval process with the DC Department of Building.</li> <li>2. At present, there is no news after a month; that is, in essence, neither good nor bad.</li> <li>3. In anticipation of construction starting as early as January/February, a few members of the Board have cleared areas where deconstruction will initially take place – leaving the library, pentagon room, Board room, and kitchenette to be cleared – with a need for 5-6 boxes to store the books for the duration.</li> <li>4. More assistance is appreciated; dates for volunteers/cleaning will be announced.</li> <li>5. There is still a need to go through the Dignity Center to consolidate equipment and furniture, to store things that we will keep but shouldn’t be kept in the office during construction, and to purge items that are no longer needed.</li> <li>6. Jake was able to recycle excess paint that had been left by the previous owners.</li> <li>7. Jake suggested meeting on Jan 14<sup>th</sup>, at 3:00pm, at the Center to continue clearing things out, noting that it will take more time to decide storage options than to do it.</li> </ol>
<b>Old Business</b>	
<b>Secret Santa @ Maury School</b> (Peter Edwards)	<ol style="list-style-type: none"> <li>1. Peter indicated that the community did well and that we raised more than we ever raised before for the Maury School.</li> <li>2. There was a brief discussion about how the donation (cash/check) process is smoother than the previous method of choosing a name, purchasing presents, wrapping them, and delivering them to Maury.</li> </ol>
<b>Rev Ann’s Anniversary Mass</b> (Gil Pimental)	<ol style="list-style-type: none"> <li>1. Gil indicated that a preliminary date has been selected, based on the confluence of Rev Ann’s schedule, dates where a second priest is not necessary (for Healing), and dates that are not already assigned to other events.</li> <li>2. The first available date is March 10<sup>th</sup>.</li> <li>3. Tom Bower asked if we would reach out to the same folks for participation (readers, acolytes, etc) and guests.</li> <li>4. Bridget indicated that she has a plan to reach younger women and to include them with the people that we had before, expanding our program as much as possible.</li> <li>5. Bridget also indicated that she would use the same app that she used last time (and use it more vigorously) to reach a larger group as well as going “old school” with printed flyers to reach people who are not online.</li> <li>6. Gil mentioned that there are fewer and fewer women’s bars in DC.</li> <li>7. Jake mentioned that WHIMM (the Washington Home Inclusive Monthly Mass) group should be approached and suggested inviting them to attend; Jake is alerting them every time Ann presides (noting that they are a home Mass group who enjoy the opportunity to attend a women-oriented Mass – inside a church).</li> </ol>

	<ol style="list-style-type: none"> <li>8. Gil indicated that we need to reach out to the Women’s Home Mass group to include their membership in the Mass as it develops.</li> <li>9. Jake will connect the Women’s Home Mass group with Bridget and Gil.</li> <li>10. Gil reiterated that we should not stop with a women’s Mass, but that we need to be as inclusive of other groups (Black individuals – especially gay Catholic priests) asking if Board members have contacts with those groups.</li> <li>11. Jason indicated that he is meeting with the Liturgy Committee to discuss his upcoming ordination in an inclusive/progressive Catholic communion and his potential ability to preside at Mass.</li> <li>12. Jason suggested inviting Bryan Massingale and/or the bishop of the progressive Catholic communion (see above).</li> <li>13. Tom Bower asked if Gil/Bridget have the email addresses for the women’s groups to invite them to other opportunities.</li> <li>14. Gil suggested that Jake has made initial contact with them, and we can expand on that as we move forward, inviting them to community events with the idea that they will see themselves represented within the community and able to grow their experience.</li> <li>15. Bridget asked if folks who visit with us could be asked for email addresses for future contact and given a welcome packet.</li> <li>16. Tom Bower indicated he always asks for contact information, but that many visitors are resistant to sharing their email address with a new group.</li> </ol>
<b>St Joseph’s Dinner</b>	<ol style="list-style-type: none"> <li>1. Peter had nothing new to report on the St Joseph’s Dinner but indicated that a tentative date has been set for March 23<sup>rd</sup> at All Soul’s Episcopal Church.</li> </ol>
<b>New Business</b>	
<b>Other Items</b>	<ol style="list-style-type: none"> <li>1. Peter mentioned the signup sheets for both after Mass Socials and Board Prayers.</li> <li>2. Paul will re-send the link to ensure that folks can sign up for appropriate dates.</li> <li>3. Tom Yates indicated that Fr James Martin’s <i>Outreach</i> group will host a conference at Georgetown University during the first week of August 2024 and suggested that Dignity Washington’s Board should watch for opportunities to engage with them.</li> </ol>
<b>Adjourning/ Closing Prayer</b>	<p>Jason Carson Wilson moved to adjourn the meeting; Jake seconded. None opposed, none abstained. Passed unanimously. Meeting adjourned at 8:41 with Myles Gallagher offering prayer.</p>
<b>Meeting Schedule</b>	<p>Please join us for the next BoD Meeting on <b>February 7<sup>th</sup></b>, at 7:30pm at the Dignity Center. Please contact Paul Bedard for instructions/link to connect via Zoom.</p>

**DIGNITY WASHINGTON INC.**  
**Profit & Loss YTD Comparison**  
**December 2023**

	Dec 23	Nov 23	Oct - Dec 23
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Contribution Income</b>			
Building Use	0	200	200
Collections	11,024	1,562	15,173
Designated	626	1,195	1,971
Unrestricted	4,767	1,544	8,117
With Dues	565	1,200	5,230
<b>Total Contribution Income</b>	16,982	5,701	30,691
Dinners/Socials	0	0	1,726
Grants	248	247	662
In Kind Donations	16	151	788
Interest	2,192	3,083	6,308
<b>Membership Dues</b>			
Direct	100	330	940
<b>Total Membership Dues</b>	100	330	940
<b>Total Income</b>	19,538	9,511	41,115
<b>Gross Profit</b>	19,538	9,511	41,115
<b>Expense</b>			
Advertising	251	251	753
Advocacy	2,000	0	2,250
Bank Service Charges	207	27	258
<b>Building Operation</b>			
Condominium charge	3,018	3,018	9,054
<b>Total Building Operation</b>	3,018	3,018	9,054
Contributions	2,725	0	2,725
Depreciation Expense	1,991	1,991	5,974
<b>Equipment</b>			
Rental	333	339	1,068
Web & Programs	56	56	167
<b>Total Equipment</b>	389	395	1,236
Insurance	249	249	746
<b>Liturgy</b>			
Clean Up	140	175	455
Interpreter	0	200	300
Music	800	975	3,000
Presider	100	0	200
Rent	1,680	1,680	5,460
Liturgy - Other	420	0	420
<b>Total Liturgy</b>	3,140	3,030	9,835
<b>Payroll</b>			
Gross Wages	1,472	1,380	4,232
Medicare tax	21	20	61
Social Security	91	86	262
<b>Total Payroll</b>	1,585	1,486	4,556
Postage and Delivery	0	0	106
<b>Professional Fees</b>			
Accounting	0	0	1,750
<b>Total Professional Fees</b>	0	0	1,750

9:42 AM

01/01/24

Accrual Basis

**DIGNITY WASHINGTON INC.**  
**Profit & Loss YTD Comparison**  
**December 2023**

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	<u>Dec 23</u>	<u>Nov 23</u>	<u>Oct - Dec 23</u>
<b>Socials</b>			
<b>After Mass</b>	38	147	248
<b>Other Socials</b>	<u>0</u>	<u>0</u>	<u>432</u>
<b>Total Socials</b>	38	147	680
<b>Supplies</b>			
<b>Liturgy</b>	16	4	20
<b>Other</b>	<u>0</u>	<u>0</u>	<u>20</u>
<b>Total Supplies</b>	16	4	40
<b>Telephone</b>	<u>155</u>	<u>155</u>	<u>461</u>
<b>Total Expense</b>	<u>15,764</u>	<u>10,752</u>	<u>40,423</u>
<b>Net Ordinary Income</b>	<u>3,774</u>	<u>-1,240</u>	<u>691</u>
<b>Net Income</b>	<u><u>3,774</u></u>	<u><u>-1,240</u></u>	<u><u>691</u></u>

## DIGNITY WASHINGTON INC.

## Balance Sheet

As of December 31, 2023

01/01/24

Accrual Basis

	Dec 31, 23	Nov 30, 23
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Checking/Savings</b>		
Merrill Lynch - CD 21 - 7/24	50,000	50,000
Merrill Lynch - CD 20 - 12/23	50,000	50,000
Merrill Lynch - CD 19 - 5/24	100,000	100,000
Merrill Lynch - CD 18 - 3/24	75,000	75,000
Merrill Lynch - CD 14 - 5/24	150,000	150,000
Merrill Lynch-checking	243,880	242,614
Truist Bank	16,078	10,577
Defenders accounts	11,214	11,214
<b>Total Checking/Savings</b>	<b>696,171</b>	<b>689,404</b>
<b>Total Current Assets</b>	<b>696,171</b>	<b>689,404</b>
<b>Fixed Assets</b>		
Dignity Center Condominium	945,466	945,466
Accumulated Depreciation	-64,611	-62,620
Furniture & Equipment	2,000	2,000
<b>Total Fixed Assets</b>	<b>882,854</b>	<b>884,846</b>
<b>Other Assets</b>		
Art Work	11,000	11,000
Fort Lincoln Plots (4)	12,149	12,149
Prepaid Insurance	498	746
<b>Total Other Assets</b>	<b>23,647</b>	<b>23,895</b>
<b>TOTAL ASSETS</b>	<b>1,602,672</b>	<b>1,598,145</b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Accounts Payable</b>		
Accounts Payable	1,192	1,192
<b>Total Accounts Payable</b>	<b>1,192</b>	<b>1,192</b>
<b>Other Current Liabilities</b>		
Payables	4,170	3,660
<b>Payroll Liabilities</b>		
Federal Withholding	203	129
FICA	525	342
Medicare	123	80
State Withholding	0	56
<b>Total Payroll Liabilities</b>	<b>850</b>	<b>608</b>
<b>Total Other Current Liabilities</b>	<b>5,020</b>	<b>4,268</b>
<b>Total Current Liabilities</b>	<b>6,213</b>	<b>5,460</b>
<b>Total Liabilities</b>	<b>6,213</b>	<b>5,460</b>
<b>Equity</b>		
Always Our Home Fund	23,152	23,152
Defenders Fund	11,181	11,181
Retained Earnings	1,561,435	1,561,435
Net Income	691	-3,083
<b>Total Equity</b>	<b>1,596,460</b>	<b>1,592,685</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,602,672</b>	<b>1,598,145</b>