

**Members Present:** Kathy Bryce, Doug Filidore, Marie Filidore, Anne Marie Gorman, Debby Motherwell, Sue Cosma

**Meeting Called to Order:** At 1:22 PM by Marie Filidore

**Opening Prayer:** Anne Marie Gorman

**Readings:** Doug Filidore, Kathy Bryce, Marie Filidore

**Minutes:** December Minutes (no meeting in January due to snow)

**Motion:** Marie Filidore

**Seconded:** Kathy Bryce

**Approved**

**Treasurer's Report:** Balance as of December 31, 2025 -- \$13,066.04 (no meeting in January due to snow)

Balance as of January 31, 2026 -- \$13,423.04

**Motion:** Anne Marie Gorman

**Seconded:** Kathy Bryce

**Approved**

- **Clients/Requests/Assistance**

The following assistance was provided or addressed:

- **C. Smolinski (for sister Emmy Koss):** Requested and received \$1800 rental assistance from our conference. \$500 reimbursement requested and approved from Parish Services.
- **A. Figueroa:** Requested and received \$1575 rental assistance. \$500 reimbursement to be requested from Parish Services.
- **F. Bailey:** Requested and received \$1,000 rental assistance.
- **K. Reyes:** Requested and received \$1,000 rental assistance and two \$25 ShopRite cards.
- **R. Hutchinson:** Requested and received two \$25 ShopRite cards.
- **J. Caruso, Jr:** Requested PSE&G assistance; referred to NJ LIHEAP.
- **K. Kulha:** Requested \$7,000 rental assistance; request declined as conference assistance is limited to \$1,000.
- **P. Bush** Requested rental assistance. Interview is needed.
- **J. Woods:** Interview required; no response to follow-up call.
- **M. Coughlin:** Requested PSE&G assistance; no response to follow-up call.
- **N. Willis:** No response to follow-up call.
- **L. Hughs:** No response to follow-up call.
- **D. Fields:** Requested \$3,700 rental assistance for daughter; assistance declined as daughter is not interested.
- **P. Jeffrey:** Requested assistance for a security deposit and moving expenses; request declined as these are outside conference guidelines.

- **Business**

- **Audit** – Marie and Doug reported that the diocese is auditing the parish, and our SVDP conference will be included and audited as part of that. Requested materials covering October 1, 2023, through September 30, 2024, include meeting minutes, intake forms, and bank statements, and are due by February 24. Discussion focused on concerns regarding confidentiality of client records and whether inclusion of the conference is routine or unique. No other parish ministries seem to be included in the audit. Comments questioned whether this was a routine procedure since the parish was being audited or was our conference being singled out for some other reason. Anne Marie suggested including the Resource Guide to demonstrate the breadth of conference services; Marie advised this was unnecessary. Marie and Doug confirmed they can provide the requested documentation, but gathering and organizing intake forms will require significant effort.

**Secret Collection**

**Closing Prayer:** Anne Marie Gorman

**Adjournment:** 2:30 PM

**Next Meeting:** Wednesday, March 18, 2026, at 1:30 PM at Filidore's House

Respectfully submitted,  
Susan Cosma