

# ***dLCV Foundation Meeting***

## ***Meeting Minutes***

### **Call to order**

Darrel Mason called to order the meeting of the dLCV Foundation at 12:10 p.m. on November 3, 2014, 1910 Byrd Avenue, Suite 5, Richmond, VA 23230

### **Members Present**

The following members were present: Darrel Mason (President), Lauren Fisher, Harry Gewanter, Adrienne Volenik, and Kathy Matthews

### **Members Present via Conference Phone**

The following members were present via conference phone: CW Tillman (dLCV President), Mary Jane Sufficool.

### **Members Absent**

The following members were absent: John Craddock, Bill Fuller, and Bill Hurd

### **Guests Present**

The following guests were present: Stephen Piepgrass and Stacey Ruble

### **Staff Present**

The following persons were present: LaToya Blizzard, Devin Coleman, Kati Dean, and Colleen Miller.

### **Approval of minutes from last meeting**

Adrienne moved to accept the minutes. The Board unanimously accepted the minutes from the September 15<sup>th</sup> meeting.

### **Agenda**

Accepted without revisions.

### **Mission Minutes** — presented by Kati Dean

Kati Dean presented a case involving the parents of a 7<sup>th</sup> grader vs. Norfolk Public Schools. Following the final order that the Court issued, the school district filed a motion for attorney fees against dLCV in an excess of \$30,000. The school district argued that dLCV presented a frivolous case. The Magistrate issued a recommendation in our favor

that the fees not be awarded. A Judge issued a report in our favor. This case is relevant to the Foundation because it enlisted the help from several of our Board Members.

**Treasurer's Report** — presented by Kathy Matthews

Kathy distributed and discussed the proposed draft 2015 budget. She reported that the balance as of September 30, 2014, is approximately \$31,775.72. Kathy will present another draft 2015 budget at the January meeting. An Executive Committee meeting may take place prior to further discuss the budget.

**Gala and Special Events Committee Report** — presented by Mary Jane Sufficool

Mary Jane reported that the committee meets regularly by phone. The 2015 Gala will take place on Friday, April 24, 2015, at The Cultural Arts Center at Glen Allen, in the Cardinal Ballroom. Next year's theme is "Liberty and Justice for ALL." The menu will be similar as before and it will be business attire. There are four (4) sponsorship tiers. As last year's presenting sponsor, VHDA will have the first right of refusal for that honor. Colleen has agreed to contact VHDA regarding their sponsorship level. If they refuse, then anyone may have the right to become the presenting sponsor.

The sponsorship package has been developed, and the Committee's next project will be ticket prices, invitations, and save the date cards. The Committee will request the services for in-kind donations of printing and flowers.

**Educating Our Kids Campaign Report** — presented by Adrienne Volenik

Adrienne reported that the training and manual are proceeding. The manual is expected to be completed in December 2015. During the meeting there was a proposal to delegate a Co-Chair as part of the Committee. Colleen Miller will approach David Hominik to fulfill the position as Co-Chair. As part of the manual, the Committee recommended that several Board members participate in a series of short narratives on a number of topics. These short narratives will be no longer than one (1) page and is intended to be both personal and conversational to the intended reader. There is a proposed January 2015 deadline for the insertion of the narratives within the manual. After its initial release, the Foundation will begin marketing the manual.

**New Business**

## **A. Member Recruitment**

Colleen proposed to extend an invitation for membership to Stephen Piepgrass. Darrel moved and Adrienne seconded to extend an invitation for Board membership to Stephen Piepgrass. The Board unanimously accepted the motion. Stephen Piepgrass accepted the invitation and is now an active Board Member.

## **Old Business**

### **A. Update on Development Staff Hiring**

Colleen provided the latest developments. A job description for the position has been created and distributed for posting on several websites. dLCV has received a few resumes and is expecting to start the interview process soon.

### **B. Fundraising Plan**

During the last meeting the Committee discussed the proposed fundraising plan, but decided to table the discussion until the November meeting. Adrienne Volenik moved and Harry Gewanter seconded to adopt the proposed fundraising plan. The Board accepted the motion unanimously. As part of the Foundation plan, the Board has agreed to contribute \$5,000 towards the hiring of the Development Staff position.

### **C. Community Monitoring Campaign**

Currently, Darrel is working to develop this Committee. She will formally invite Stacey Ruble to be a part of the Committee. Dana Traynham would staff this Committee.

## **Adjournment**

Darrel Mason adjourned the meeting at 1:35 p.m.

**Next Meeting:** Monday, January 19, 2015, “Annual Meeting” and new Board Member orientation.

**Time:** 12:00 p.m. – 4:00 p.m.

**Location:** 1910 Byrd Ave., Suite 5, Richmond, VA 23230