

dLCV Foundation Meeting

Meeting Minutes January 19, 2015

Call to order

Darrel Mason called to order the meeting of the dLCV Foundation at 3:15 p.m. on January 19, 2015, at 1910 Byrd Avenue, Suite 5, Richmond, VA 23230

Members Present: Darrel Mason (President), Lauren Fisher, Harry Gewanter, Kathy Matthews, Mary Jane Sufficool, Colleen Miller (dLCV Executive Director) and CW Tillman (dLCV President)

Members Absent: Bill Hurd and Stephen Piepgrass

Guests Present: Scott Keel and Stacy Ruble.

Staff Present: LaToya Blizzard, and Devin Coleman

Approval of minutes from last meeting

The minutes from the November 3rd Board meeting were approved.

Agenda

Accepted

Treasurer's Report — presented by Kathy Matthews

Kathy reviewed and discussed the budget narratives, 2014 financial report, and the 2015 budget. After discussing the financial report and verifying the figures with the banks' financial statements, Kathy moved to approve the financial report. The Board accepted the motion unanimously. Colleen Miller will do a final review of the 2014 financial report for any discrepancies.

Next, Kathy moved to adopt the 2015 budget and budget narrative. The Board accepted the motion unanimously.

Adoption of 2014 Annual Report to dLCV — presented by Darrel Mason

Darrel reviewed and discussed the annual report. The report highlights the areas of achievement and growth for FY2014. Darrel reported that 100% of the current Board members made a contribution in 2014. Next, Darrel moved to adopt the annual report. The Board accepted the motion unanimously, pending some suggested edits by Kathy Matthews. Kathy will finalize the report based on feedback from the Board. The report will be provided to the dLCV Governing Board at its January 31st meeting.

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

Mary Jane reported that the committee meets regularly by conference call to discuss and prepare for the upcoming Gala. At least two auctions will take place; an online auction prior to the event, and a silent auction at the event. There may be a live auction of one or two big items at the event. The preferred items for the online auction are items that require minimum mailing cost.

Sponsorship letters were mailed out in November to past sponsors. The Board agreed to make personal calls to each past sponsor. The Committee's next project will be the development of a website and Facebook page.

Educating Our Kids Campaign Report — presented by Colleen Miller

Colleen reported that due to the recent resignation of Adrienne Volenik, the Special Education Manual is on a slower track. Currently, the Committee is awaiting the submissions of short narratives to include in the manual. Colleen will provide additional updates at the March meeting.

Board Officers

Darrel conveyed the letter of resignation received from Adrienne Volenick who is unable to continue serving on the Board because of family responsibilities. Darrel will appoint an interim Vice President as provided for in our Bylaws.

Board Committees

Darrel re-affirmed the following Committees and Committee assignments.

Special Ed Campaign

- Bill Hurd
- Harry Gewanter
- David Hominick
- Valerie Slater, staff support

Community Monitoring

- Kathy Matthews
- Barbara Barrett
- Stacy Ruble
- Dana Traynham, staff support

Annual Gala and Special Events

- Mary Jane Sufficool
- Lauren Fisher
- Suzanne Ripley
- Mickie Chapman - staff support

Development Staff

- Lauren Fisher
- LaToya Blizzard, staff support

In addition, the Foundation moved to form a Nominating Committee and Finance Committee. Darrel appointed Colleen Miller, Mary Jane Sufficool, and CW Tillman, to the Nominating Committee.

Kathy Matthews will Chair the Finance Committee. Darrel will work to develop the Committee, which will meet by conference call with Colleen to review two months of bank statements and financial reports. This will take place two weeks prior to each Board meeting.

Next Meeting

We will invite Scott Keel to present his “helmet campaign” at the March meeting, and will invite Vivian Weeks to present her crowdsourcing proposal at a future meeting.

Calendar

The Board approved the following meeting dates for 2015:

- March 2, 2015
- May 11, 2015
- July 20, 2015
- September 21, 2015 (election of new Officers)
- November 16, 2015

Approval of New Members

After the excusal of non-Board members, Darrel moved the election of new members based on already identified candidates. Additional nominations were called for, none were offered. The Board approved the following new members: John Dougherty, Patty Johnson, Suzanne Ripley, and Stacy Ruble. Scott Keel will be given the option of being a board member (if his residency commitments allow) or to be a board resource.

Adjournment

Darrel Mason adjourned the meeting at 4:30 p.m.

Next Meeting: Monday, March 2, 2015

Time: 12:00 p.m. – 1:30 p.m.

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