



1512 Willow Lawn Drive, Suite 100, Richmond, VA 23230

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disAbility Law Center of Virginia Foundation Meeting Minutes July 20, 2015

Call to order

Darrel Mason called to order the meeting of the dLCV Foundation at 12:00 p.m. on July 20, 2015, at 1512 Willow Lawn Drive, Suite 100, Richmond, VA 23230.

Members Present: Darrel Mason (President), Harry Gewanter (Vice President), Kathy Matthews (Treasurer), Mary Jane Sufficool (Secretary) (by telephone), Lauren Fisher White, Cory Hoffer (by telephone), Patty Johnson, Colleen Miller (Ex-Officio), Stephen Piegrass, Suzanne Ripley (by telephone) and Stacy Ruble (by telephone).

Members Absent: Bill Hurd

Guests Present: Rick Hurley

Staff Present: Devin Coleman

Approval of minutes from last meeting

The Board approved the minutes from the May 11th Board meeting.

Agenda

The Board approved the agenda.

Treasurer's Report — presented by Kathy Matthews

Kathy reviewed and discussed the statement of financial activity for the month of May and June, and reported that the bank account showed no unauthorized activity to either accounts. Next, Kathy moved to accept the statement of financial activity. The Board accepted the motion unanimously.

Committee Reports

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

Mary Jane reviewed and discussed the final report from the 2015 “Liberty and Justice for ALL” Gala. Next, the Committee recommended using the same venue and theme, “Liberty and Justice for ALL.” Mary Jane moved to approve Friday, April 29, 2016 as the confirmed date and the Glen Allen Cultural Arts Center as the confirmed venue for the 2016 Gala. The Board approved the motion unanimously.

Finally, Darrel appointed the following members to the 2016 Gala Committee:

- Mary Jane Sufficool, Chair
- Darrel M.
- Suzanne R.
- Stacy R.

Educating our Children update — presented by Colleen Miller

Colleen reported that the special education manual is completed. The manual will feature a journey theme. Next, the manual will be sent to the publisher for a “galley” copy of the manual. Graphics and final edits will take place after proof of the galley copy.

Colleen reviewed and discussed the funding proposal and proposed that the Foundation remit \$5,000 for work already conducted to date and an additional \$5,000 to complete the manual, market the manual, and produce the manual. The Board unanimously accepted the funding proposal.

Nominating Committee — presented by Darrel Mason

The Nominating Committee nominated the following slate of Officers:

- Stephen Piepgrass., President
- Lauren Fisher White, Vice President
- Stacy Ruble, Secretary
- Cory Hoffer, Treasurer

The Board will vote on the slate of Officers at the September Foundation meeting and the new terms will take effect on October 1st. Additional nominations are welcomed. An Officer serves a two year term.

Other Committees

Darrel appointed Stephen Piegrass, Patty Johnson and Cory Hoffer to the Finance Committee. Kathy Matthews will chair the Committee. The Committee will meet together prior to the September Foundation meeting.

Old Business

Receiving gifts of stock — presented by Darrel Mason

Darrel reported that the Foundation has successfully opened a brokerage account with Scottrade. The Foundation is now in the position to receive gifts of stock which would then be liquidated and the proceeds deposited into the Foundation's operating account.

dLCV Strategic Planning Retreat — presented by Collen Miller

The dLCV strategic planning retreat will take place on August 4th and 5th. Kathy Matthews, Stacy Ruble, Stephen Piegrass, Darrel Mason and Harry Gewanter will attend the retreat on behalf of the Foundation.

New Business

Funding Proposal for Outreach

Harry Gewanter moved to approve an outreach grant of \$3,000 that will be used to begin the work, using staff time, to initiate outreach efforts that will include creating an organizational portrait with GiveRichmond. Stephen Piegrass seconded the motion. The Board approved the motion unanimously. Stacy Ruble will assist with creating the organizational portrait.

Adjournment

Darrel Mason adjourned the meeting at 1:30 p.m.

Next Meeting: Monday, September 21, 2015

Time: 12:00 p.m. – 1:30 p.m.

Location: 1512 Willow Lawn Drive, Suite 100, Richmond, VA 23230