

Philanthropy West Virginia 2nd Quarter Board Meeting

May 27th, 2020, 11:00 to 12:15

Attendees: Bob Boone, Marian Clowes, Dena Cushman, Michelle Foster, Mike Lewis, Susie Nelson, Adam Sanders, Janell Ray, David Ziegler, Tres Ross, Elizabeth Pellegrin, Michael Whalton, Megan Hannah, Bob Orndorff

Staff: Paul Daugherty, Hilaria Swisher, Kate Leary

The meeting was called to order by Chair Ross at 11:00

The consent agenda, consisting of February 2020 BOD Minutes (Attachment A), Grants Tracking Report (Attachment B), and 2020 Program and Services Report (Attachment C) was proposed for board approval. *Adam Sanders moved to approve, seconded by Michael Whalton. Approved.*

2020 YTD Financial Report (Attachment D)

-Mike Lewis reviewed the YTD Financial Report, noting that the current assets include the Paycheck Protection Program loan. There are some pending changes to the document format that will be made by Suttle and Stalnaker.

Marian Clowes moved to approve, seconded by Elizabeth Pellegrin. Approved.

Unfinished Business

2020 Member Recruitment and Retention

-Paul Daugherty went over the 2020 membership recruitment and retention. Staff have identified 6 members that would benefit from board outreach: George D. Hott Foundation, John Matthew Gay Brown Foundation, Serra Foundation, Deitzler Foundation, Schenk Charitable Trust, Ann & Robert Orders Jr. Foundation.
-Bob Boone volunteered to reach out to the Deitzler Foundation, and Michelle Foster volunteered to reach out to the Ann & Robert Orders Jr. Foundation.

National Foundations vs. Federal Funding Opportunities

-At the last board meeting, there was a discussion of revenue development priorities, with particular emphasis on making sure that all funding opportunities were mission-driven. As a result of that discussion and Philanthropy WV's decision to not pursue certain federal funding options, a meeting took place with board members and Benedum Foundation staff. That meeting was productive and board members felt that they had conveyed a unified message on the organization's grant-seeking strategy. The fact that Philanthropy WV is now cultivating relationships with national foundations should relieve Benedum's concerns about revenue diversification.

-For reference, Philanthropy WV (PWV) currently has 3 proposals in front of Benedum: Keep5Local (will be reviewed in June), Ascendum match (will be reviewed in September) and Philanthropic Partners Program (will be reviewed in December).

New business

Revision of 2020 Budget (Attachment E)

-Mr. Lewis and Paul reviewed the revised budget. Corporate sponsorships have been reduced, but event expenses have also been decreased, as Philanthropy WV is converting events to a virtual format and shortening the annual conference program.

-Chair Ross asked if there were remote consulting opportunities. There are, and Philanthropy WV has added virtual event hosting and facilitation as a service, but haven't confirmed any contracts for that yet.

-Mr. Boone reminded the board that the PPP loan will pay for \$47,000 worth of expenses once it is forgiven. Considering that, we would still finish the year at a net profit of \$22,000 based on this projected budget.

-Ms. Clowes pointed out that travel and professional development costs could go down further if travel remains restricted for the rest of the year. The reason that category wasn't cut further is that the United Philanthropy Forum conference will be virtual this summer and the registration cost hasn't been announced.

Ms. Foster moved to approve, seconded by Ms. Clowes. The revised budget was approved.

Equity and Inclusion Working Group

-The initial roster for the working group is: Dr. Michelle Foster, George Montgomery, Dr. Usha Vasan, Bradley Harris, Yvonne Cook, Jimelle Bowen, Mikael Huffman, Tres Ross, and possibly someone from a Women's Giving Circle. The group will start meeting this summer, but there is still time for volunteers to join, particularly if volunteers are from a geographic area that isn't currently included.

2020 Annual Conference Recommendation (Attachment F)

-Paul reviewed changes to Philanthropy WV's annual conference plan, including in-person and virtual options.

-The Appalachian Community Philanthropy Leadership Retreat has been converted to virtual and the event venue that would have been used this year will be used next year with the deposit carried over, so there is no money lost.

-Ms. Clowes asked if converting this year's program entirely to digital would result in losing the venue deposit. It could, but the space for the smaller event should need a smaller deposit. It is likely to be a university space or some other unconventional venue rather than a hotel, although no decisions have been made. Venue suggestions are welcome.

Ms. Pellegrin moved to approve, Dena Cushman seconded. Approved.

Review of COVID-19 Response and Action Items

-So far, Philanthropy WV has hosted at least 14 sessions during the work from home period, featuring 30+ speakers and experts. Staff engage in at least 4 member consultations per week, and are tracking overall COVID-19 relief giving.

-Every other week, Philanthropy WV leads a call for community foundations and United Ways that host relief funds, with 25 to 30 attendees. In addition, Philanthropy WV helped coordinate PPE purchases.

- Philanthropy WV is working with the WV Nonprofit Association and the WV United Way collaborative to make sure nonprofit voices are heard and members are able to access CARES Act programs. This has included virtual town halls with the WV Secretary of State, Senator Manchin, and Senator Capito.

- Philanthropy WV created and administered a COVID-19 Match Fund of \$260,000 for our recent Giving Tuesday fundraising event. The participating organizations raised \$250,000. Match funds will be distributed soon.

- Philanthropy WV has received \$15,000 from Truist for COVID-19 programming and coordination, and \$4,000 from the match funds to support Giving Tuesday communications.

-So far this year 3 new members have joined: United Way of the Eastern Panhandle, Education Alliance, and a professional advisor.

- Philanthropy WV has been working to capture feedback and amplify positive media coverage during this period. Ms. Pellegrin would like to talk more about press coverage outside of the meeting.

Proposed Policy Protocol Responding to COVID-19

-The joint public policy committee approved additional flexibility to allow Philanthropy WV to respond in a timely manner to public policy issues that may arise as a result of COVID-19. Following up with members of

congress around the CARES Act required a quick response, and deployment of CARES Act funds at the state level will likely require a similar approach. This measure will be reconsidered in November and could expire at that point.

Bob Orndorff made a motion to approve, seconded by Mr. Lewis. Approved.

President's Report (Attachment G)

- Paul reviewed the President's report. He noted that the pandemic has strengthened Philanthropy WV's relationships with the WVNPA, United Way Collaborative, and WV Community Development Hub. As previously noted, 3 new members have been recruited this year.
- So far Philanthropy WV has hosted 28 programs, which attracted over 828 program participants. This is the highest participation rate for the organization to date..
- Paul explained the Ascendum grant parameters and purpose. Ascendum is providing \$750,000 of a \$1 million project, so Philanthropy WV still needs to raise the remainder of the funds. The focus of the grant is on working with the Higher Education Policy Commission to remove roadblocks that could prevent people from obtaining a degree. The specific initiatives include emergency grants, tools of the trade, open education resources, and training/skill development for faculty and counselors.
- Upcoming Philanthropy WV programming includes a legal series in partnership with the Council on Foundations, a mini webinar series with Funders Together to End Homelessness, and the last of the 21st Century Grantmakers Essentials virtual programs, featuring speakers from the Maryland Philanthropy Network.
- Paul noted that he would be serving on a grant review committee for the United Philanthropy Forum's new Momentum Fund, which is supported by the Gates Foundation. Mr. Boone asked if there are opportunities for WV funders to match or otherwise help nonprofits leverage those funds.

Committee and Working Group Reports

Membership Committee

-The membership committee met virtually on May 8th, and will have their next meeting July 24th. The focus at the most recent meeting was on building on goodwill from recent programming to increase membership, and maintaining strong member engagement without in-person events.

Finance and Administration Committee

-The Finance and Administration Committee met on May 21st. Other than the budget and YTD financial report already discussed, two administrative issues were discussed. One was that Philanthropy WV has a long term goal of being able to hire an office manager position (full or part time), but the budget does not allow for immediate action. The other is that staff are researching a potential Family Medical Leave Act policy, but have not yet gathered enough information to ask the board to make a decision.

Public Policy and Advocacy Committee

The Public Policy Protocol, which has already been discussed and approved, was a major focus of the most recent committee meeting. Another major focus was on trying to prepare for potential additional COVID-19 recovery measures from the federal and state level, and ensuring that non-profits are not left out of legislation.

Executive Committee

- Much of the Executive Committee material has already been covered. Additional bank accounts are being set up because, with the new grant revenue, there was a risk of exceeding FDIC limits on existing accounts.
- Ms. Cushman is still receiving bank statements, which should be changed.
- The executive committee also approved a policy change stating that if a staffer contracts COVID-19 they would become eligible for an additional 2 weeks of paid time off.

Education Affinity Group (EAG)

-EAG members, Philanthropy WV staff and the Higher Education Policy Commission met with Danielle Vetter of Ascendium virtually to go over the fund distribution process, check-in schedule and publicity plan.

- Philanthropy WV had planned an in-person national education summit for April, but that event was cancelled. Danielle Vetter of Ascendium and Scott Jenkins of Lumina Foundation did join the virtual EAG meeting for April. The next meeting will be in July, and will most likely still be virtual.

Come Home Award Working Group

-The most recent working group meeting was in February. Foundations on the Hill participants encouraged the WV congressional delegation to support Come Home Award bills and met with the Chronicle of Philanthropy about doing a story on this topic. Although obviously COVID-19 has shifted legislative focus, the working group members are still hopeful. People are looking for job training/re-training and interested in moving to rural areas right now, so that could increase momentum.

2019 FY Audit

-Arnett Carbit Toothman will not be back in the office until the first working day of June, so will be a little delayed in getting started. Philanthropy WV will request to extend the 990 filing, but still anticipate having an audit report and 990 for approval at the August board meeting.

Next board meeting: August 28th 11:00 to 1:00. Will determine whether its virtual or in-person as we get closer to the event

Motion to adjourn made by Mr. Boone, seconded by Ms. Pellegrin. Meeting adjourned at 12:15