



**Second Quarter Board of Directors Meeting
Friday, June 16 11:30 AM - 1:30 PM
Discovery World on Market
900 Market St, Parkersburg, WV 26101, USA**

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Board Members: Marian Clowes (Chair), Elizabeth Pellegrin (Vice-Chair) Mike Lewis (Treasurer), Janell Ray (Secretary), Dena Cushman, Michelle Foster, Brock Malcolm, Christine Mitchell, David Moran, Jess Puglisi-Sanders, Tres Ross, Patty Showers Ryan, Renee Steffen

Staff: Jennie Smith-Peers, Chad Matlick, Nina Riivald

Present: Marian Clowes, Elizabeth Pellegrin, Dena Cushman, Brock Malcolm, David Moran, Jess Puglisi-Sanders, Tres Ross, Patty Showers Ryan, Renee Steffen, Chad Matlick, Nina Riivald

AGENDA

BUSINESS MEETING

Call to Order: Chair Marian Clowes

11:30 AM

Marian calls to order at 10:50, delayed due to technical issues

WELCOME & INTRODUCTIONS

Introduce New Staff Member

- Welcome and introduction to new staff member, Nina Riivald.
- Initial impressions and vision

Consent Agenda: Chair Marian Clowes

11:45 AM

The following items are part of a consent agenda package. Please review them carefully and if you have questions or concerns contact Board Chair Marian Clowes at mclowes@sistershealthfdn.org before the meeting.

- March 2023 BOD Minutes (Exhibit A)

Elizabeth Motioned to Accepted, Seconded by Jess. Agenda Approved

BOARD ACTION on Approval of Consent Agenda

Financial Report: Treasurer Mike Lewis

11:50 AM

- March 2023 Budget Report & Financial Statement (Exhibit B)

David Moran asked about Constituent Services, Jennie noted it is mostly Annual Conference Expenses
Elizabeth asked about General Support, Jennie noted the lack of applying to grants has impacted general support.
David asked about Insurance, Chad stated that D&O was around 3,000, and Cyber Liability was \$1200

Tres Motioned to approve, Renee seconds. Motion carries at 12:07.

- Audit Update - We have received the Letters of Engagement and Client Assistance list for the FY2022 audit.

Public Policy Committee Update

12:15 PM

- May 2023 Committee Minutes (Exhibit C)

David Moran reported. He mentioned the Come Home Awards as a point of focus, as Tres explained the Protect Sector Award. David also discussed Universal Charitable Deductions as an area to support and explore.

Elizabeth asked if there was interest in working at the state level for scholarship displacement since nothing is happening at the national level. Marian suggested putting this on the agenda for public policy meetings. Dena noted that she is seeing the scholarship displacement issue at BAF.

'Public Policy Committee' was agreed to as the name of the committee going forward.

Working Lunch Break

12:30 PM

Program and Membership Committee Update: Jennie

12:45 PM

- May and June Committee Minutes (Exhibit D)
- Committee Charter (Exhibit E)

Renee had a question about the last paragraph of the charter. Jennie stated that volunteers are synonymous with members.

Vote on Charter. Patty motioned, Tres Seconded. Motion carried

- As of 6/2 we have received 58 renewals, with a value of \$60.8K in revenue
- Discussion of Lapsed & Potential New Members Prospects (Exhibit F)

CEO Report

1:15 PM

- A report will provide an update on strategic priorities, search for a new office space, website redesign, and the conference (Exhibit G + H)

Jennie discussed her priorities that were drawn from the strategic plan. The first year plan focuses on strengthening programming and internal operations, while year two focuses on growth. Renee was encouraged by the focus.

David asked about the Philanthropy Tour model, and how members might participate. Jennie replied that the tour is modeled after Alaska and Colorado who have similar models to engage national funders to invest in rural communities.

Elizabeth noted that the current plan is focused on right things, but it may focus on a cost of bringing in less revenue, and wanted to know if we are willing to accept a loss this year. Jennie noted that some of our largest funders may not provide as much revenue as originally planned.

Tres mentioned that the Philanthropic Partners Program could be a source of revenue to help bolster revenue for this year.

Marian commended Jennie on the refocused strategic work plan. David noted the work plan has detailed items, unlike many work plans.

Work plan endorsement was proposed. Renee motioned, Dave seconded, plan endorsed.

Jennie also noted that she continues to look for alternate office space, due to instability at WVPB building. She also noted Chad has been working on a website refresh, but some content pages still need updating.

Jennie discussed the conference planning, noted that registration is now live. Nina discussed her visit to Oglebay to help envision the conference. The two lunchtime speakers are Amy Hutchinson and Danny Twilly. Jennie also noted she is working on sponsorships for the conference. Patty asked where board members can help most. Jennie replied that encouraging people to attend would help, as well as assistance with conference scholarships. Marian noted that advertising the conference in Western PA might be a good idea.

David Moran wanted to highlight a potential nonprofit publication in Tucker county.

Future 2023 Board of Directors Schedule Meeting

- Oct 2 (Mon) 11 AM (lunch provided) - Community Foundation for the Ohio Valley, Wheeling.
- December 1 (Friday) 10:30 AM -12 PM (lunch provided) - Greater Kanawha Area Foundation, Charleston

Adjournment

1:30 PM

Marian adjourned the meeting at 1:31 PM