Present via Zoom: Louie Atangan, Bryan Cleghorn, Brad Cole, Jordan DeDona, Isaac Green, Kris Grumiaux, Jeff Hansen, Greg Kassing, Scott Marschall, Rob Mooney, Peter Nguyen, Martha Parra, Meera Pillai, David Schneider, Kari Swenson, Karen Torres, Neva Van Valkenburg, Sarah Wagner

Excused: N/A

Absent: N/A

Staff: Dustin Davis, Bonni Gregory, Kris Ritter, Sarah Quillen

**Welcome and Call to Order**

Brad Cole called the meeting to order at 11:04 A.M., confirming who joined the Zoom meeting.

**Report from Brad Cole**

Brad Cole stated the board is at a pivotal point; the meeting will explain what that means for committees, overall structure, and strategy. Brad feels the Charity is weathering the 2020 financial shifts well.

**Approval of Meeting Minutes from November 16, 2020**

Scott Marschall made the motion to approve the minutes, which was seconded by Bryan Cleghorn; the motion carried.

**Video**

The board viewed a guest video of the Kile family staying at the DC house.

**Report from the Treasurer**

Greg Kassing reported on the 2020 year-end financial statements and the proposed 2021 budget. Greg explained that Torres had made a revised 2020 budget in late March 2020 to reflect the impact of the COVID pandemic. The 2021 budget worksheets show the original 2020 budget, the revised 2020 budget, and the actual 2020 numbers. The Finance Committee decided to use the revised 2020 budget numbers and the 2020 actuals to determine the 2021 budget, considering the ongoing uncertainty of the economy. He recognized Karen Torres’ efforts in providing an accurate financial picture for the Finance Committee to use in making a conservative assessment for 2021. Additional topics discussed: 2020 revenue versus expenses, 2021 operating costs, PPP loan, 2021 salary expenses increase, projected review of 2021 budget mid-year, 2021 financial strategy, and portfolio outlook.

**Approval of 2021 Budget Ratification**

Isaac Green made the motion to approve; seconded by David Schneider, and the motion carried.

**Programs & Operations Committee Report**

David Schneider thanked RMHCDC staff for their hard work during the expansion process, highlighting Dustin Davis’ efforts. Dustin reported on how well the DC House was running; 28 rooms now open and soon to be filled. The NOVA House renovation/expansion is fully underway and should be finished ahead of schedule. Dustin shared an anticipated increase of an additional 200 families served, when the NOVA House reopens.

Additional topics discussed: 2020 positive impact from Care Mobile services, RM Family Room closures, 2021 Family Room usage study, strategic direction of the Program and Operations Committee, and future operational partnerships.

**Governance Committee Report**

Louie Atangan recognized the difficulties incurred by everyone in 2020 and thanked Karen Torres along with the RMHCDC team for maintaining mission efficiency and effectiveness. He reported on the coming work of the Governance Committee to review evolving board member requirements, along with Board and Committee structure, to ensure continued relevance and strategic direction. Additional topics discussed: 100% board requirement compliance, review of quarterly member report cards, day of service, committee attendance, and 2022 Give & Get.

**Development Committee Report**

Meera Pillai congratulated the board on boosting their giving in such a challenging year. Meera stated there was a steep decline in fundraising donations due to COVID-19 but with good stewardship of past donors, the $1million Flanagan donation was garnered. The Orr Group has been investigating trends, deficiencies, donor retention and corporate donors which is where Development wants the Board to focus. Also mentioned was the hope of in-person events such as 40 + 1 Birthday in June and Red Shoe 5k in October.

Sarah Quillen reported on the Orr Group strategies and emphasized Development Team resources for the Board to utilize. She also mentioned December 2020 doubled its donations from the previous year, despite the COVID-19 challenges.

**Meeting Wrap Up**

Brad Cole commented on the coming changes with the Charity; an increase in staffing along with Orr Group engagement will make for a fun year. Additional topics discussed: status update from McDonald’s owners, drive thru donation boxes, round up donations, penny per Happy Meal increase, and mobile order app usage.

**Adjournment**

With no further business the meeting was adjourned at 12:17 P.M.