

Minutes  
Quarterly Meeting of the Board of Directors  
Ronald McDonald House Charities of Greater Washington, D.C., Inc  
Monday, May 21, 2018  
D.C. Ronald McDonald House

Present: Chris Chatman, Brad Cole, Samira Cook Gaines, Isaac Green, Julie Jones, Scott Marschall, David Schneider, Kari Swenson, Karen Torres, Sarah Wagner

Present by Telephone: Louie Atangan, Barbara Johnson, Erin Hodson, Martha Parra, Meera Pillai, Loren Schwartz

Excused/Waived: Jason Everett, Kris Grumiaux, David Nelson, Mike Rowen, Anna Shaw

Absent: Alex Kline

Staff: Dustin Davis, Bonni Gregory, Karen Judson, Julie Lowe, Kris Ritter

### **Welcome and Call to Order**

Chair Julie Jones called the meeting to order at 11 A.M., confirming everyone that called in for the meeting and thanking the board members for participating in the Red Shoe 5K Run & Walk. Jones also recapped the Red Shoe Run, highlighting positives and suggesting areas on which to work. Torres noted that the founder of Red Shoe Run spoke at the race and that staff had appeared on two TV morning shows featuring the race. Jones also introduced the new RMHCDC Administrative Assistant, Bonni Gregory.

### **Family Guest Speaker**

There was not a guest family member at this meeting.

### **Approval of Meeting Minutes from February 12, 2018**

Julie Jones made the motion to approve the minutes; they were seconded by Chris Chatman, and the motion carried.

### **Report from the Treasurer**

Scott Marschall reported on RMHCDC's current financial standing. Investments are performing steady or slightly down, which is line with market volatility, but expecting an upward trend over course of the year. Current course will be maintained unless funds are needed for the VA House expansion project. Corporate donations are slightly low, but expenses are also being kept low. A question was raised about foundation grant income while the search is on for a new VP of Development and Marketing. RMHCDC has retained an outside agency for the search; in the meantime, Karen Judson will continue to write grants.

### **Programs & Operations Committee Report**

Dustin Davis reported that occupancy of the DC House is at 95% with the VA House slightly less.

Land purchase offer of \$37,500 was made for a portion of the DC House property. Holland & Knight assisted in the sale of the land contract, pro bono. In case of default outside of contingency, RMHCDC is liable for \$10,000.

### **Approval of Land Purchase**

Julie Jones made the motion to approve, seconded by Brad Cole, and motion carried.

RMHCDC recently received notice from RMHC Global that it would approve a capital expansion of the NoVA RM House up to 25-bedrooms. Estimated cost for a 30,000 sq. ft facility is \$9-15 million with a

20% increase in operating cost and only one additional staffing of a housekeeper. Next step is engaging with a capital campaign consultant to determine what the community can support (feasibility study only, fundraising is a separate step).

Topics discussed: increasing hospital partners using the VA House; current and/or new House footprint with the ability to handle future expansions; getting County approval early on in the process while Inova supports the growth; initiating conversations with Inova about using parking lot behind VA House for expansion; seeing if Inova would like programming space in new house to further solidify the partnership; terms of the current NoVa land lease; earmarking of capital campaign consultant fees (\$250,000 is currently in Capital Expansion fund); reviewing historical data from 2005-2010 DC House expansion and the Baltimore RMHC House expansion; RMHC Global provides up to \$200,000 for RM House expansions; ensuring future new board members have corporate ties and favor moving forward on expansion; and former board members may continue their support by serving on the capitol campaign committee.

#### **Approval of Next Decision Point, Northern VA House Expansion**

Isaac Green made the motion to approve, seconded by Sarah Wagner, and the motion carried.

#### **Governance Committee Report**

Loren Schwartz stated the Governance Committee will be performing a self-assessment audit on the bylaws. He noted that the committee will prioritize this in-depth review and they anticipate presenting their findings at the next board meeting. There is an on-going search for new board members, particularly with corporate backgrounds; currently only two people are in review. Please send any prospective member recommendations to Torres or Schwartz.

#### **Development Committee Report**

Brad Cole suggested board members consider how they can best use their skills to assist the RMHCDC, such as reviewing our grant proposals, that Gaines is currently working on with Cole. Wagner offered to join them. Torres has applied for the non-profit COMPASS grant. If received, it would provide @ \$150,000 in pro bono consulting to review our funding strategy. Lowe noted the Red Shoe Run raised \$85,000, although the title sponsor from last year did not return, several new sponsors were added.

#### **Executive Session**

Julie Jones called the meeting into closed session at 12:00 P.M.

#### **Adjournment**

The meeting was adjourned at 12:25 P.M.