

Minutes
Quarterly Meeting of the Board of Directors
Ronald McDonald House Charities of Greater Washington, D.C., Inc
Monday, September 16, 2019
WeWork Tysons

Present: Louie Atangan, Bryan Cleghorn, Brad Cole, Kris Grumiaux, Beth Hogan, Barbara Johnson, Julie Jones, Scott Marschall, David Nelson, Peter Nguyen, Martha Parra, Meera Pillai, Mike Rowen, David Schneider, Loren Schwartz, Kari Swenson, Karen Torres, Neva Van Valkenburg, Sarah Wagner

Present by Telephone: Isaac Green

Excused via Email-Waived: Greg Kassing

Absent: Samira Cook Gaines, Anna Shaw

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

Welcome and Call to Order

Julie Jones called the meeting to order at 11:09 A.M., confirming who called in for the meeting. Slightly later start due to the WeWork tour.

Family Guest Video

The NoVA House Manager, Doug Loxtercamp, pre-recorded an interview with the Diaz family.

Report from Julie Jones

Julie reviewed the meeting agenda, noting 50% of the Board have not met their Give or Get requirement, and the next day of service is the Children's Hospital Family Room Thanksgiving. She also mentioned that this year we would not be having a separate day for new member orientation and Board retreat, but would host the new member orientation immediately prior to the November 18th Board meeting, from 9:30 – 11:00 am. Key topics for the November board meeting will be voting in of new officers and ratification of the 2020-2022 Strategic Plan.

Approval of Meeting Minutes from May 13, 2019

David Nelson made the motion to approve the minutes, seconded by Neva Van Valkenburg, and the motion carried.

Report from the Treasurer

Scott Marschall reported that the Finance Committee is continually reviewing funds for the expansion projects. The budget is slightly behind ytd in revenue, although we recently received a couple of large gifts. The investment portfolio is still performing well overall, so additional funds will be available, if needed for cash flow. Additional topics discussed: McDonald's CoOp pledge renewal and allocation, decline in funds at Donation Boxes, and the Co-op's round up promotion.

Audit Committee Report

Loren Schwartz reported RMHCDC's 2018 audit review was an unmodified opinion from the auditors- the best possible report. The Committee had asked for enhanced fraud check, which came back with "all good news." Also noted, our audit firm CLA, is used by the CoOp and RMHC Global.

Governance Committee Report

Loren Schwartz stated the Committee vetted four new board members, to be endorsed by the Board as one complete slate.

Approval of Ratification of New Members

Sarah Wagner made the motion to approve; seconded by David Schneider, and the motion carried.

Programs & Operations Committee Report

Sarah Wagner reported that RMHCDC's occupancy numbers are above 95% at both RM Houses, noting we have turned away 75 families this year so far, even after increasing DC's housing by 10%. Karen Torres explained the hospitals use a complex algorithm to refer patients to us. Sarah gave kudos to Lesley Fisher for applying to the Clean Rivers Program, which rewarded us with a utility refund and a reduced monthly DC House water bill.

Dustin Davis and Karen explained the Airbnb/RMHC Global pilot program. The program allows for families to make a reservation for up to 10 days using a voucher on the Airbnb app. The vouchers are provided by homeowners donating lodging, coupled with Airbnb donating \$500k across ten pilot chapters. Our chapter was one of the ten chosen and one of our families has already been placed.

Dustin reported on the expansion project. Both Houses will begin renovations early January 2020. The NoVA House family wing second floor addition requires special permissions because the proposed roof peak will extend 5 feet beyond county height limits. Until the exception is approved, construction will focus on the non-family areas. Dustin also explained that after much deliberations, the DC House will be closed to guests for 3 – 4 months starting Jan 6, 2020.

Additional topics discussed: DC House shut down, alternate guest housing options, DC House required operating costs, DC House water heater replacement, DC land sell, INOVA Family Room volunteer issues, new Family Room Vpass tracking system, and new mindfulness program offered by the Fitness Care Mobile.

Development Committee Report

Peter Nguyen reported on the status of the DC area house donated to RMHCDC. The appraisal is expected very soon. He noted the land value is very high and when it eventually goes on the market, it will likely sell within days. There is an extended timeline on turning the house into a monetary donation due to Tenant Opportunity to Purchase Act (TOPA) requirements.

Brad Cole reported on the Major Gifts Officer backing out of her offer acceptance and we are still in search of candidates. Brad also commented on the Board Give or Get requirements not yet being met. The Development team has targeted previous year's corporate \$500 & above donors and requests assistance from the Board. Julie Jones offered an LMI contact to Sarah Quillen for follow up from a past \$3k donation.

Additional topics discussed: Committee guest speaker, new Share-A-Night ornaments, WeWork happy hour, and WeWork referral offer.

New Business

Barb Johnson reported on the Teen Ambassador Program (TAP). There are currently six girls that are excited about service projects at the Houses this school year. Barb asked the Board to consider recruiting for TAP, 9th – 12th graders in Northern Virginia High Schools are encouraged to apply.

Adjournment

The meeting was adjourned at 12:34 P.M.