

Minutes
Quarterly Meeting of the Board of Directors
Ronald McDonald House Charities of Greater Washington, D.C., Inc
Monday, September 14, 2020
Zoom Meeting

Present via Zoom: Louie Atangan, Bryan Cleghorn, Jordan DeDona, Isaac Green, Jeff Hansen, Beth Hogan, Barbara Johnson, Greg Kassing, Janet Lahr, Scott Marschall, Peter Nguyen, Martha Parra, Meera Pillai, Mike Rowen, David Schneider, Kari Swenson, Karen Torres, Neva Van Valkenburg, Sarah Wagner
Excused: Brad Cole, David Nelson

Absent: Kris Grumiaux, Rob Mooney

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

Welcome and Call to Order

David Schneider called the meeting to order at 11:06 A.M., confirming who joined the Zoom meeting.

Approval of Meeting Minutes from February 24, 2020

Bryan Cleghorn made the motion to approve the minutes, which was seconded by Sarah Wagner and the motion carried.

Report from Brad Cole

Brad Cole was unavailable for an update.

Report from the Treasurer

Greg Kassing reported that financially our income is down substantially due to COVID-related circumstances. As of June 30, income was down \$900k, but the decrease in operational services offset that by \$340k. Management had already presented a predictive budget to the Finance Committee in early spring, and actuals are tracking that revised budget. Greg addressed the need for the Board to vote to include funding for the renovation of the administrative office trailer in the \$4.2 million that the Board earmarked for the RM Houses renovations/expansions. He added that if funds surpassing the \$4.2M were needed to complete the projects, the Committee would vote on the best way to achieve that funding and bring to the full Board. David Schneider explained the acquisition of the trailer from INOVA and how the outlook is good for it to be granted by the county as permanent office space. Karen Torres affirmed the need for such a space, especially since it is co-located to NoVA House and has room for current and future office needs as well as a conference room.

Approval to allow Board-Designated funds for House Expansion projects also be used to cover office renovation

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

Audit Committee Report

Jordan DeDona reported the RMHCDC annual audit was closed out over the summer months. The chapter received a clean audit, with one significant deficiency noted in the management letter. This was due to an RMHC Global grant of \$400k for the House expansions. Funds were received in January 2020 and attributed to 2020 income. Auditors felt this should have been recorded as 2019 income. Jordan said that the Audit Committee was not concerned, since this was a rare occurrence, and easily addressed by better communication between management and outsourced financial accountant. Torres explained that this deficiency was for internal use only and would not be reflected on our audit or impact our standing by any charity-rating institutions. Jordan concurred.

Governance Committee Report

Louie Atangan recommended each board member review their report card and confirm Give or Get totals for accuracy, noting we are nearly at year end. Louie mentioned he will be personally calling board members who are falling short on their 2020 Give or Get requirements. He asked members to think about potential new member recruits, being mindful of the need for big networks and proactive development.

Programs & Operations Committee Report

Sarah Wagner had Dustin Davis report on Program and Operations. Dustin explained the Care Mobiles are still being repurposed, providing meals and supplies to family patients. Unfortunately, Care Mobiles are still not allowed to have patients seen inside in the vehicles but are working toward that goal. The Fitness unit is providing virtual workout programming. Dustin noted the INOVA Family Rooms will be opening soon with limited hours with our paid staff. Additional topics discussed: NoVA House renovation estimated 9-month timeline, DC House renovation complete with a September 21 opening to families, INOVA social workers helping families with housing during NoVA House closure, and ABNB program has been stopped due to COVID.

Development Committee Report

Meera Pillai thanked the Board, noting that 50% have currently donated to the 40/40 Campaign. She also noted that 64% of members have met their Give/Get requirements. Sarah Quillen elaborated on the 40/40 Campaign and the Orr Group cultivating donors. Sarah also noted the anticipated \$1 million Flanagan wing at NoVA house and DC House elevator named after Carey Randall for her \$25k bequest. Karen Torres reminded the Board that the requirement is actually Give and Get; 100% of members should give personally an amount meaningful to them. Karen also emphasized RMHCDC must be supported monetarily by the entire Board to be eligible for grants. Additional topics discussed: The Great Update, September 15 DC house Ribbon Cutting, article about Karen in Authority Magazine, DC house Welcome Home campaign, new Share-A-Night greeting cards, and October 4-11 virtual Red Shoe Run 5k.

New Business

The board viewed DC House renovation updates via live video feed, walk-through and narration by Dustin Davis. Dustin also thanked all the RMHCDC staff for their hard work on the DC House. David Schneider stated there was no new business.

Adjournment

With no further business the meeting was adjourned at 11:54 P.M.