

CAPITAL DISTRICT KIWANIS FOUNDATION, INC.

Meeting of the Board of Directors

February 28, 2020

Please Note: Corrections may be made to the DRAFT minutes. They will be finalized and “approved” at the next board meeting. The “approved” minutes will then be posted to the website.

The 219<sup>th</sup> meeting of the Board of Directors of the Capital District Kiwanis Foundation was held on February 28, 2020 at The Great Wolf Lodge in Williamsburg, VA. President Mike Dasovich opened the meeting at 10am, Ed Daley led the Pledge of Allegiance, and Bob Wright gave the invocation.

Guests: PPCDKF Joe Moranto                      PG Jerry Peuler                      PG John Tyner  
Trustee Elana Gardner                      PLG Andy Haag                      PG PA Hugh Siggins

Attendance:

Mike Dasovich	Nancy Simonelli	Tim Wesling	Ed Daley
Gov. Dave Lurie	Bob Wright	Jamie Arca	Jennifer Hiscock
Hiawatha Nicely	Bernice Oden	Charles Marks	Don Dudey
John Myers	Roger Diehl	Ken Smith	Sue Vona
Dennis Baugh	Tom Varner	PG John Morris	Dennis Grubbs

Secretary minutes of 11/10/2019 accepted. Motion by John Myers, 2<sup>nd</sup> by Jenn Hiscock – motion passed.

Treasurer reports submitted by Tim Wesling. There is 1 error on page 7 of the Transaction by Detail Account – Division 17 Hurley Club submitted \$67 not \$667. Tim will correct it. There have been 2 checks written since 2/20/2020 reports – a \$3,000 check to Carillion Pediatric Hospital and \$3,000 to Joe Godbout, the CPA. There were questions regarding the Kopeland Fund and the Ellis Stroup Scholarship money. The board needs clarification regarding these 2 funds – what they are for and have they been used. Treasurer reports accepted with the change – motion by Bob Wright, 2<sup>nd</sup> by John Myers – motion passed.

CDKF Form 990 – The form has been complete by Joe Godbout. He has filed an extension until the Form 990 has been accepted by the board and then emailed to the Cap. District Board. There were a couple corrections made today suggested by Bob Wright. Ed Daley thanked Bob Wright for reviewing the form and suggesting changes. Motion by John Myers, 2<sup>nd</sup> by Ed Daley to accept the Form 990 with changes – motion passed. Dennis Baugh asked if Form 990 can be submitted to the CPA by 11/1 to be completed and submitted by Feb. 15. The policy committee will be working on adding the timeline requirements to the policy. The financial compilation for 2018 – 2019 has been completed by Joe Godbout. Nancy will email the financial compilation to Tom Varner to be submitted to KI as per instructions from Nov. 2019. Bob Wright said the threshold for the financial compilation being completed is \$1.2 million which we are in compliance.

Finance Committee – John Myers handed out report from The Janney Group as of 2/26/2020. In 2019 the funds increased +18.37%. Since inception the funds are +7.44%. The total ending value is \$1,087,913. Tim discussed the checking account balance and what checks need to be written. Tim thinks if he receives a \$3,000 per month ACH transfer from The Janney Group we should be OK. John distributed information regarding QCD's – Qualified Charitable Distributions. Possible this can be used on our website to explain QCD's to members since the CDKF is a 501 (c)(3) organization.

Fundraising Committee – Bob Wright submitted a report. Charles Marks has the Ducky Derby tickets here so please see him to pick up tickets. Charles also asked that each Director make a \$50 gift card donation for the drawing at DCON. Bernice will be emailing the directors flyers regarding the Basket Raffle. Please contact each Lt. Gov. to request baskets from clubs or divisions or individuals for the raffle. Jamie has information regarding shirts sales for DCON. She has been in contact with the vendor. There was a motion by Mike, 2<sup>nd</sup> by Ed to make Jamie part of the fund raising committee. Motion passed.

Grants – Roger presented 2 grants from the committee that was pending from the Nov. 2019 meeting. Kiwanis Club of Blacksburg, Montgomery County submitted a grant requesting \$1,000 for the Junior Appalachian Program at Prices Fork Elementary School. The program is to provide start up funds to provide students with support and tools needed to teach children to play and dance to traditional Appalachian Mountain music. The grant committee supports this request for \$1,000. Motion by Don 2<sup>nd</sup> by Sue to donate \$1,000 to Kiwanis Club of Blacksburg – motion passed. The Kiwanis Club of Williamsburg submitted a grant requesting \$5,000 for the Kiwanis Kids Idea Studio. They have received a grant for \$2,500 for the project in Nov. 2018. Hugh Siggins thanked the Board and spoke about the progress of the project. Hugh invited the Board to tour the facility Saturday at 3pm. Motion by Ed, 2<sup>nd</sup> by Don to approve the \$5,000 grant request – motion passed. Jenn asked if it was possible to see a spreadsheet with a synopsis regarding each grant request prior to the Board meeting so members could review prior to voting.

PG Jerry Peuler thanked the board for previous grants which provided weekend meals for Pre K children. He asked if there could be consideration to revise the Grant Policy that a club can request a grant more than 3 times. The suggestion will be taken under consideration to help with projects.

Publicity Committee – Jenn Hiscock - the 2<sup>nd</sup> quarter CDKF letter will be emailed soon. There were 5 donations made in Dec. 2019 for the Day of Giving. Jamie manages the CDKF Facebook page and is posting the Ducky Derby thermometer to let clubs know where we are in ticket sales. Jamie is requesting radio and newspaper contacts from each director for publicity purposes. Jenn and Jamie asked that directors let them know of any PR ideas – send pictures and write ups. Don had a request from John's Hopkins Hospital regarding displaying a plaque with the Capital District Kiwanis Foundation name to thank us for the donations. Don will get more information.

Dennis Baugh – there are 2 new people at the KI corporate office – an attorney and a risk manager. They will be creating guidelines for hold harmless clauses, how and where the Kiwanis logo can be displayed and many other areas.

Dennis Baugh – the Capital District still has \$434,000 remaining on their obligation to the Eliminate Project. He asked if the Foundation could do anything to help. There was no discussion or motion regarding this.

Reminder – there will be committee meetings throughout the day Saturday, 2/29/2020. Please see the schedule. Everyone is invited to attend. Melissa from The Janney group will attend the finance committee meeting.

Meeting adjourned at 4:50pm.

Respectively Submitted, Nancy Simonelli, Executive Secretary