

CAPITAL DISTRICT KIWANIS FOUNDATION, INC.

Meeting of the Board of Directors  
December 2, 2023

The 234th meeting of the Board of Directors of the Capital District Foundation was held by Zoom on December 2, 2023. President Elect Dave Laraba opened the meeting at 12:00pm and led the Pledge of Allegiance, John Tyner gave the invocation.

Attendance:

Ed Daley	Nancy Simonelli	Dave Lurie	Hiawatha Nicely
Larissa Cason	John Tyner	Charles Marks	Dave Laraba
Milt Martin	Dennis Grubbs	Scott Phillips	Don Witt
Jo Ann Brooks	Jamie Arca	Dave Rothberg	William McQuiston

Guest: Jeannette Ogilvie

Agenda for December 2, 2023 accepted.

Minutes of August 18, 2023 accepted.

Treasurer reports emailed by Dave accepted.

- Submitted financial reports through November 2023
- The Foundation received a \$15,000 check from the Kiwanis Club of Wilmington with instructions that the money be donated to the Pediatric Hospital in Delaware. The club has disbanded as of Sept. 30, 2023. Dave will establish a separate line item in the accounts to track the money.
- Remind clubs to make their annual donation. A breakdown of donations is included in the treasurer report.
- A new CPA auditor has been hired for the 2022 – 2023 audit and tax prep.

Fundraising Committee

- Sustained Giving: Don has a flyer to email to all Foundation members to distribute to their clubs. Don asked about contacting the individuals who donate and ask why to be used on Facebook or the website.
- Charles Marks reported that Ducky Derby will be ready to kick off at Mid Year. Jamie will refresh the logo for 2024. Will be using the same website for sales as last year with a few changes to make it easier for members and clubs. Charles will have instructions for clubs if they do not want to do it online.

Grant Committee

- Dennis Grubbs and committee gave their recommendations for the 5 grants received. Nancy suggested a letter be mailed with each check reminding clubs that a completed report must be submitted within 45 days. Also a letter to any club not receiving a grant and why.
- After discussion of each grant request the following were awarded:
  - Midlothian-Chesterfield - \$1,300
  - Clinch River - \$2,000
  - Dinwiddie - \$1,000
  - Churchland - \$1,250
  - Colonial Heights – 0

Policy Committee – Larissa Cason

- The committee will be working on policy changes specifically how the restricted funds are used and details of Ellis Stroup scholarship and the Wilmington hospital donation.

#### Publicity

- Jamie has agreed to chair the committee and remain as webmaster.
- She would like more people to follow us on Facebook and share and like the posts. Pictures are a plus in getting more likes. There is good engagement when there are pictures of events – hospital donation, clubs who receive grants submitting pictures, etc.
- Jeanette will be working with Jamie. Jamie will contact Cynthia B. to help with Facebook postings.

#### Business:

- Dave Laraba had submitted a draft of a form to be used online for West Virginia Key Clubs to use to request funding to attend KC conventions and scholarships. This will roll out on the website in January 2024.
- Dave Laraba announced that the foundation will have a workshop session at Mid Year. Nancy suggested breaking it into 3 parts presented by 3 board members – what we do, grant information, updated by laws.
- Joe Stankus has agreed to be the Regional Director for the Heart of Virginia Region. Motion by Don, 2<sup>nd</sup> by Dave Lurie to accept Joe Stankus as Regional Director.
- Mid Year 2024 will be held at the Glade Springs Resort in Daniels, WV. Foundation finance committee will meet 1 hour prior to the board meeting on Friday 8, 2023.
- Committee appointments were accepted as submitted by Hiawatha.
- Hiawatha would like to see the Division Coordinators positions filled.
- Jamie suggested looking into a website to use to have zoom meetings available at board meeting held at Mid Year conference and DCON.

Meeting adjourned 2:45pm.

Respectively Submitted,

*Nancy Simonelli*

CDKF Executive Secretary

**Next CDKF meeting will be on Friday, March 8, 2024 at The Glade Springs Resort in Daniels, WV**

**Finance meeting at 1:00pm, board meeting at 2:00pm**