



The 244th meeting of the Board of Directors of the Capital District Foundation was held on February 27, 2026, at Mid-Year Conference at the Hyatt Regency Chesapeake Bay Golf Resort, Cambridge, MD. President Don Witt opened the meeting at 2:00pm. Pledge of Allegiance by Larissa Cason, Introspection led by Charles Marks.

Attendance: Don Witt	Larissa Cason	Charles Marks	Nancy Simonelli
David Lurie	Dave Laraba	Tim Gillette	Jeffrey Wolff
Brian Bell	Scott Phillips	Joann Brooks	John Kyle

Guests: PG John Tyner, Vice Governor Nathaniel Kyle, Trustee Mary Kay Olasshuk, Editor John Montgomery, Lt.Gov. James Shackelford, PG Linwood Watson, Kim Thompson, William Mc Quiston, Paul Miller, Liz Moore

Agenda accepted as presented.

Minutes of November 15, 2025 accepted as presented.

Treasurer report:

- Financial audit for 2024 – 2025 completed and 990 tax return filed Feb. 2026
- Invoice for CPA firm has been paid - \$16,500.
- Janney account – as of Feb. 26, 2026 balance is \$1,712,000
- As of today 30 clubs have donated their annual donation, approximately \$6,800 year to date. There have been no donations from Divisions 1, 19 and 20.
- All Disaster assistance programs checks have cleared.
- Sustained Giving is on target.
- Dave needs updated QuickBooks by next year.

Ducky Derby – Charles Marks

- Ducky Derby is live as of today - \$400 has been purchased.
- Charles has letters, postcards, business cards available – he will email the forms to the board members.
- Any questions – please see Charles at the Ducky Derby table.

March 4Ward

- Ready to kick off. Jenn Hiscock has scheduled Facebook postings, an article in the Capital Kiwanian.

Mini Grant Program

- 6 Mini Grants have been awarded to clubs for total of \$3,750.
- Directors and Division Coordinators need to keep spreading the word – discuss at Divi. Council Meetings

#### West VA key Club Grant

- Princeton Senior High School Key Club advisor submitted grant requesting \$7,293 to send 12 students and 2 chaperones to Key Club Convention.
- Discussion regarding request: Key Club, students nor chaperones are contributing any funds to the cost. Motion by Brian Bell, 2<sup>nd</sup> by Jeffrey Wolff to approve \$1,800 for registration to the convention. Motion passed unanimously.
- Dave Lurie will write the check to the Capital District Key Club when registration is completed.
- John Kyle will notify Princeton Key Club advisor of the board decision.
- John Klye is in touch with all WV Key Club advisors and would like to offer a \$1,000 scholarship to Key Club Seniors. John has the form. The funds would come from the WV Key Club funds. John will form a committee for the program.
- Motion by John Klye, 2<sup>nd</sup> by Brian Bell to develop the program of awarding one \$1,000 scholarship to each Key Club to a graduating senior and continue the program until the WV funds are depleted. Motion passed unanimously.

#### Policy – Liz Moore

- The mini grant program has been successful but the policy and procedure needs a small revision and in place prior to Oct. 1, 2026. This will be discussed and voted on in August 2026.
- The grant policy needs review also.

#### Business:

- Larissa discussed having a table at DCON in August 2026 to talk to people face to face. Larissa would also like a session promoting members to volunteer for committees on the Foundation.
- Still in need of a Webmaster and Social Media volunteers. Larissa has volunteered to get the website updated with Jeffrey's help.
- Strategic Planning: Larissa will email the board the goals for the Foundation: Communication, Volunteer Training, and Fund Raising.
- There are still positions open on the board and for Division Coordinators:
  - National Capital: term ends 9/30/2026.
  - DelMarva: term ends 9/30/26
  - Southwest: vacant
  - Division Coordinators vacancies: Division 1,5, 8, 9, 10, 11, 12, 13
  - Division Coordinators term ends: 15, 16, 17, 18, 19, 20

Meeting adjourned by President Don Witt at 3:10pm

Respectively submitted,

*Nancy Simonelli*, Executive Secretary

**Next meeting by Zoom on Saturday, May 16, 2026 at 12:00pm.**