



The 243rd meeting of the Board of Directors of the Capital District Foundation was held on November 15, 2025 by Zoom. President Don Witt opened the meeting at 10:00am. Pledge of Allegiance by Larissa Cason, Introspection led by Charles Marks.

Attendance: Dave Laraba	Don Witt	Larissa Cason	Nancy Simonelli
David Lurie	Jo Ann Brooks	Charles Marks	Brian Bell
John Kyle	Liz Moore	Kim Thompson	
William Mc Quiston	Tim Gillette		

Agenda accepted as presented.

Minutes of August 22, 2025 accepted as presented.

Treasurer report:

- Investments – had a slightly negative month in October.
- Annual club gifts are very slow – 5 clubs have made a contribution. Please solicit your clubs for the annual donation.
- Dave presented the monthly check schedule for the pediatric hospitals.
- Audit has been started by the CPA firm Foti, Flynn & Lowen.
- Disaster assistance – there is \$12,000 allocated for the West Virginia flooding. Half the funds (\$6,000) have been presented to the Salvation Army in Fairmont. Wheeling, West Virginia is submitting a proposal for the remaining \$6,000.
- Key Leader is currently being held with 40 students. Dave will send \$1,750 to Jeffrey which were donated by clubs.
- The Foundation has maintained a 4-star rating on Charity Navigator.

Sustained Giving – October was a good month. Board needs to continue to discuss the Sustained Giving Program.

Mini Grants: Program was kicked off October 1. There were 3 mini grants awarded in October:

- \$500 Kiwanis Club of Charlottesville
- \$500 Kiwanis Club of Churchland
- \$750 Kiwanis Club of Woodbridge

Grants: John Kyle presented each grant and the committee recommendation. Motion by Brian Bell, 2nd by Dave Laraba to accept the committee report.

- \$1,250 Kiwanis Club of Leesburg

- \$1,250 Kiwanis Club of Tri Rivers
- \$1,500 Kiwanis Club of Churchland
- \$1,250 Kiwanis Club of Haymarket
- \$5,000 Kiwanis Club of Waynesboro

Policy updates: Liz Moore is working on the mini grant policy and will have it ready at the next board meeting.

Business:

Discussion about filling in the Division Coordinator positions. Possibly placing an ad in the Capital District emagazine. Also have Facebook postings. Larissa has developed a job description for the Division Coordinator position which will be emailed to Tim Gillette to distribute to the Lt. Governors for their help.

Still in need of a webmaster/social media committee. Jeffrey has the Constant Contact agreement for the district. Dave Lurie has talked to Jeffrey about it and would like the Foundation to share the cost to have access to use it. The cost is \$412/year. Motion by Brain bell, 2nd by Dave Lurie to authorize Dave to make the agreement with Jeffrey. Motion passed. The Foundation needs someone to write articles to be emailed to clubs.

Strategic Planning is ongoing by Don and Larissa.

Meeting adjourned by President Don Witt at 11:15am

Respectively submitted,

Nancy Simonelli

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Executive secretary