



## **AGENDA** **BOARD OF DIRECTORS MEETING**

September 15, 2016

10:00 a.m. – 2:00 p.m.

*In-Person: Steptoe & Johnson's Law Firm Main Headquarters, Bridgeport, WV 2<sup>nd</sup> Floor*  
*Call-In Information: 1.712.770.4010; access code: 962-973#*

- 10:00 AM**      **Welcome & Introductions** – *Susie Nelson, Board Chair*
- 10:05 AM**      **Approval of Minutes** – *Chair Nelson*      **Attachment A**
- 10:10 AM**      **Finance & Administration Committee Report** – *Tres Ross, Treasurer & Finance Committee Chair*  
*Mr. Ross along with eCratchit's representative will report on the financials as of 08-31-2016. Revenue Updates will be provided as well.*
- YTD Financials      **Attachment B**
  - Update from eCratchit
- 10:20 AM**      **Annual Audit & Form 990 Presentation** – **Arnett Carbis & Toothman (CPA Firm)**
- Presentation by Kiley Wagner, CPA and Kayla Conneway, CPA      **Attachments C & D**  
*Ms. Wagner and Ms. Conneway will present the 2015 FY Annual Audit for Board of Directors review and approval. Please note due to the required deadline of the Form 990 extension the Executive Committee has approved it to make the August 15, 2016 deadline. The Board will have the Form 990 presented for ratification of the Executive Committee's action in late July.*
- 10:50 AM**      **Membership & Outreach Committee Report** – *Chair Michael Whalton*      **Attachments E & F**  
*Mr. Whalton will provide a committee update with two new member applications to approve. Additional reports will include membership renewals and board assistance with contacting them.*
- New Membership Applications for Approval: (1) *African American Philanthropy in Action* & (2) *Snowshoe Foundation*
  - Status of Member Renewals: 9 still pending
  - Spirit of Philanthropy Awards
- 11:00 AM**      **Program & Conference Committee Report** – *Paul Daugberty (Chair Susan Landis is out of town)*  
*A brief report will be given with the programs hosted to date for Philanthropy WV along with Annual Conference and fourth quarter programming with the proposed Corporate Responsibility Summit. Paul will highlight some of the new collaborative programs underway.*
- 11:10 AM**      **Joint Public Policy & Advocacy Committee** – *Chair Diane Hinkle*  
*Ms. Hinkle will provide and update on current legislative developments and public policy priorities. The work is underway to host the Joint Public Policy Institute and details will be provided. The meeting date for this program is being moved to January 2017.*
- 11:20 AM**      **WV Nonprofit Association** – *WVNPA Advisory Board Chair Tres Ross and/or Paul*  
*A brief update on progress and impact of our initiative the WV Nonprofit Association will be given.*
- 11:30 AM**      **Executive Committee** – *Chair Nelson*  
*Chair Nelson will report on the annual board nomination process initiated this month and the need to fill board vacancies. She will update on other work by the committee not already included in the Board meeting.*

## UNFINISHED BUSINESS:

**11:40 AM**      **Strategic Plan Development & Proposals – Chair Nelson & Paul**      **Attachment G**  
*The summary of the June Board Planning Session notes will be reviewed along with the outline for the strategic plan and priority areas. This will include board discussions and feedback as we shape the final strategic action plan. Chair Nelson and Paul will also discuss some organization updating and committee re-structuring to reflect the present and future nature of needs for the organization.*

**12:15 PM**      **Lunch Break & Working Lunch on Strategic Plan discussions/review to continue.**

## NEW BUSINESS:

**1:20 PM**      **Gift Acceptance Policy:** *Per the recommendation of our auditors the past two years, a recommendation was made to create and approve a Philanthropy WV Gift Acceptance Policy. The attachment was created and recommended by the Finance & Administration Committee for approval.*      **Attachment H**

**1:20 PM**      **Adoption of Reserves Investment Proposal:** *In follow up to the Board of Directors and Finance & Administration Committee's work earlier this year, the committee is recommending adopting an investment approach for the reserves currently housed in an interest bearing checking account at MVB. The recommendation is to move \$125,000 of the \$180,000 reserves into a laddered bond portfolio with Huntington Bank.*      **Attachment I**

**1:30 PM**      **President's Report:**  
*Paul will provide an update on operations, staffing, programs, and overall organizational developments.*      **Attachment J**

**1:40 PM**      **Open Forum:**  
- *Sharing what's underway or what's of interest for your foundation/giving program?*  
- *Resources, programs, or experiences that you'd like to share with your peers*

**2:00 PM**      **Meeting Adjournment**