



1ST QUARTERLY BOARD OF DIRECTORS & ANNUAL PLANNING MEETING
THURSDAY, FEBRUARY 22, 2017 ~ 11 AM TO 4:00 PM
Steptoe & Johnson Offices, 2nd Floor - 400 White Oaks Blvd. Bridgeport, West Virginia 26330

AGENDA

BUSINESS MEETING

11:00 AM

- **Call to Order by Board Chair Susie Nelson**
- **CONSENT AGENDA: Chair Nelson**
The following items are part of a consent agenda package. Please review them carefully and if you have any questions or concerns contact Paul Daugherty at paul@philanthropywv.org or 304-517-1450. If you wish to remove any item for discussion, please contact Paul Daugherty or Susie Nelson (Susie@cfon.org or 304.242.3144) before the meeting.
 - **Approval of November 2017 BOD Minutes:** *(see Attachment A)*
 - **Grants Tracking Report** *(see Attachment B)*
- **BOARD ACTION on Approval of Consent Agenda**
- **Financial Report:**
 - **2017 Year End Financial Report (12/31/2017)** *(see Attachment C)*
 - **2018 Year to Date Financial Report** *(see Attachment D)*
- **Unfinished Business:**
 - **2018 Membership Renewals:** Philanthropy WV Staff have prepared a renewal update and are asking for assigned board members to send Thank You emails or notes for their renewal. Staff will also discuss plans for the non-renewals (due date is 02/208/2018) after the deadline. *(see Attachment E)*
 - **Susan Stevenson Landis Memorial Endowment:** As of 01/01/2018, the Beckley Area Foundation has received \$500 in donations in memory of Susan Landis with three other foundations expressing plans for making additional contributions. The Executive Committee is recommending that Philanthropy WV contribute \$1,500 from its general funds toward the endowment.
 - **WVNPA Separation Plan:** The WVNPA has been granted their tax-exempt letter as of 01/29/2018. Philanthropy WV staff will update on the transition plans underway and timelines being implemented.
 - **New Members Category:** Philanthropy WV has prepared the new Professional Advisor & Philanthropic Consultants membership materials and prospective members to contact. This will be reviewed in detail with the board and plans for implementation. *(see Attachment F)*
- **New Business:**
 - **Selection of 2017 FY Audit Firm:** The Audit Committee has reviewed the proposals submitted in response to the RFP. The committee has recommended the selection of Arnett, Carbis & Toothman for 2017FY with renewal up to two additional years. The board will approve the selection. The Audit will begin after April 15, 2018. *(see Attachment G)*
- **President's Report:**
 - **2017 Program & Progress Report** *(see Attachment H)*
 - **USDA RCDI Program Report** *(see Attachment I)*
 - **Opportunities/Challenges**
- **REMINDER of BOARD MEETINGS:**

- **2nd Quarter:** May 24, 2018 from 11 AM to 3 PM (*The Greater Kanawha Valley Foundation, Charleston, WV*)
- **3rd Quarter:** August 23, 2018 from 11 AM to 3 PM (*Weber & Weber Law Offices, Weston, WV*)
- **4th Quarter:** November 29, 2018 from 11 AM to 3 PM (*Philanthropy WV Offices, Morgantown, WV*)

Business Meeting Adjourns

12:30 PM

Brief Break & Grab Lunch

Planning Session:

12:50 – 4:00 PM

(Working Lunch & Afternoon – Handouts will be used at the meeting.)

A. Overview of Board of Directors Self-Evaluation

- What excites you about your work?
- Areas and opportunities for growth

B. Progress of Strategic Plan Review & 2018 Goals:

- 2018 Program Line Up
- Strategic Plan Tracking & Board Involvement
- National Foundation Engagement

C. Staff Capacity & Sustainability

D. Maximizing the 25th Anniversary for Growth & Sustainability

- New Professional Advisors & Philanthropic Consultants Category
- Private, Family, Corporate, and Public Grantmaking Foundation Prospects
- Celebrations & Promotion of the Sector
- 2018 Annual Conference
- 2018 Spirit of Philanthropy Awards

E. Board & Staff Implementation Assignments

- What Excites You About this Work?
 - Board Level Tasks
 - Committee Tasks
 - Staff Tasks
 - Areas of Focus where assistance is needed

F. Moving West Virginia & Philanthropy WV Forward

G. Celebration & Adjournment or Celebration for Adjournment ☺

4:00 PM