



# DSANV

THE DOWN SYNDROME ASSOCIATION  
OF NORTHERN VIRGINIA

**DSANV Board of Directors Meeting**  
**Sunday, November 18, 2018 @ 6:00pm**  
**DSANV Offices – Service Source Disability Resource Center**  
**10467 White Granite Drive, Oakton, VA 22124**

**Conference Call Information**  
**Call in number: 404-602-9526**  
**Pin: 128862#**  
**Leader: 550171#**

Attendees: Katie Ramchand, Casey Craig, Erin Thompson, Charlotte Woodward, David Egan, Justin Knapp, Heather Trammel, Dorene Ryder, Mary Ford  
Dialed in: MarCinda Buttie, Abel Sussman  
6:10 meeting begins

Welcome and President's Report

#### Approvals

- Approved Agenda
  - Amendment to include a VP nomination.
  - Motion: KR
  - Second: DE
    - Motion passes
  - Motion to approve: JK
  - Second: CC
    - Motion passes
- Minutes September 23, 2018
  - Motion: CC
  - Second: JK
    - Motion passes
- Membership Approval
  - Motion: HT
  - Second: CC
    - Motion passes

#### Executive Director Update

- Plaques and thank you notes go out tomorrow
- New program assistant starts 11/19/18, 50% time
- DSANV web site now shows Gold rating from Guide Star

#### Financial Update

- As of 10.31.18:
  - Checking - \$99,912.88

- Money Market - \$60,925.23
- Investment - \$217,305.54
- Paypal -\$462.15
- 2019 Budget for Approval
  - Budget includes new TBD fundraiser
  - Motion to approve 2019 operating budget: CC
  - Second: JK
    - Motion passes
- Development Committee
  - CC, MB agreed to serve on the committee

#### Business Update

- Buddy Walk read-out
  - Location assessment
  - Recommend continuing with Signal Hill location next year. Discussion of other parks that serve our East population better (Fort Hunt, Cameron park). Alternate locations to better serve membership.
  - Desirable to target early October for weather reasons – Oct 6<sup>th</sup>.
  - Goal to decide on location by January.
  - Move the picnic to an Eastern location like Fort Hunt
- Bylaws Revision Status Update
  - We have a draft from the pro-bono legal team.
  - Anticipate voting on new bylaws by January.
- Wellness Programming Collaboration Update
  - Awaiting input from Sean on discussions with the Saint James
- Board Recruitment Status Update
  - Need criteria and targeted skills

#### New Business

- Strategic Planning
  - Will have strategic planning session in early January. Anticipate 4 hrs.
- Motion to nominate Justin Knapp as DSANV VP: KR
- Second: CW
  - Motion passes

Meeting adjourned at 7:55

#### Executive Session

#### Adjournment

Next Meeting: 13 January 2019 @ 4:00PM