



DSANV

THE DOWN SYNDROME ASSOCIATION
OF NORTHERN VIRGINIA

DSANV Board of Directors Meeting
Sunday, March 18, 2018 @ 6:00pm
DSANV Offices – Service Source Disability Resource Center
10467 White Granite Drive, Oakton, VA 22124
Room 333

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

6:14 begin

Welcome and President's Report

Casey

Attendees: Heather, Katie, Abel, Sean, Dorene, Erin, Charlotte, MarCinda, Marie

Phone: Casey, Dave

Approvals

Approved Agenda

Motion Charlotte

Add to agenda: Brambledon Zombie Run, executive session, fundraising goals

Motion for modified agenda Sean

Second Dorene

Motion passes

Minutes Jan 21, 2018

Sean motion

MarCinda second

Motion passed

Membership Approval

Heather

Dorene motion

Abel second

Motion passes

Executive Director Update

Marie

- Notes send out via email
-

Financial Update

Dorene and Marie

- Investment account: \$227K
- MoneyMarket \$81K
- Checking \$25K
- Early in budget year
- Finances healthy

- Early in 2018 budget. On track.

Business Update

- Golf Tournament – 6/11 - Update
 - Desperate for golfers and corporate sponsors
 - Web site is up and running
 - Raffle items
 - June 11, Springfield country club
 - Benefits Special Olympics Area 26 golf group (Fairfax) (they do not get funding from Special Olympics, so this is their fundraising)
 - Idea: local brewery beer tasting at a number of holes from local brewery
- Spring Picnic & Annual Meeting – May 5th Bull Run
 - Board encouraged to attend
 - Will vote on officers for next term
- Board participation, vote, term ending, replacements

New Business

- Directors and Officers Insurance – we do not currently have this
 - We have professional liability (PLI) on our current policy, but we have to look into what it covers.
 - Around \$1500/yr
 - We need to look carefully at what each covers.
 - Need to look into whether DSAIA, NDSS, etc has access to a group rate for this.
 - Plan to vote on email about this.
 - Motion: if it does not exceed \$2000/year, we get it. Sean motion
 - MarCinda second
 - Motion passes
- P/T programming assistance
 - Discussion of hiring a P/T program assistant at on average \$20/hr, 25-35 hrs/week. Estimate \$30K per year. Initially will use funds from investment account to fund the position.
 - Marie is currently spending ~70% of her time currently on programming. Needs to reduce that to build relationships in local community. Currently working on picnic and World Ds Day.
 - Discussion about inviting program assistant to the BOD meeting for awareness
 - Motion to approve PT programming assistant up to \$30K/year
 - Sean Motion
 - Heather Second
 - Motion passes
- DSAIA follow up –
 - Bylaws revision: Katie will see if an attorney will help pro-bono with Bylaws revisions
 - Discussed Growth Through Opportunity program
 - Gtocadets.org
 - Maturing DSANV through partnering opportunities, expanded programming, board networks, etc. Refer to DSAIA notes
 - Springboard to feed strategic plan
- Programming/Grant funding approach
- Discussion of programming
 - Are we hitting the breadth of demographics? Social, educational?
 - Discussion of summer bookclub program – Washington Speech (Arlington or Oakton location)
 - Casey discussed Washington Row club connection. They would be very interested in teaching rowing to our group.
 - Action: Dorene to generate a template for a program plan for Marie to work with

- Social Media and Website content
 - Sean recommended CANVA template for website content
 - Discussed soliciting information from members to post to facebook
 - Child of the month
 - Post a picture of your child in St. Patrick's Day outfit
 - Birthday picture
 - etc
- Buddy walk - site decisions and committee status
 - Looking to confirm site by end of March
 - Heather looked at GMU (less grass, farther parking, new building at our old site), NOVA Annandale (layout not ideal),
 - New ideas: Robinson Secondary, Paul VI, Jiffylube Live, Wolf Trap, NOVA Sterling
 - We pay \$16K for site
- World Down Syndrome Day – Plans and Messaging
 - Get the word out on the restaurant events
- Brambleton Run
 - Hoping we do it again; Abel interested in helping
 - Benefit to us last year was about \$1K

Adjournment 8:10pm
Motion MarCinda
Second Heather
Motion passes

Executive Session

Next Meeting: May 20, 2018 @ 6:00PM

Wifi code from Heather: fpyikuutve