

Minutes: DSANV Board of Directors Meeting

Sunday, January 10, 2021 @ 6:00pm

Present: Samantha Fredieu, Sarah Espanol, Marcela Souaya, Rob Di Brienza, Amanda Hunt, David Egan, Charlotte Woodward, Erin Thompson, Justin Knapp, Andrew Humes, Mary Ford
Absent: Abel Sussman, Alain Noriega, Kim Hudson

6:03 pm meeting called to order

Welcome and President's Report – Samantha welcomed Board members to the first board meeting of the new fiscal year. She announced she will be taking a short leave of absence this spring to welcome the latest addition to her family expected to arrive in March. An acting President will be announced shortly.

Approvals

- Consent Agenda
 - Amanda motioned to approve the January 10, 2021 agenda; David seconded; motion passed
 - Amanda motioned to approve the November 2020 Board meeting minutes; Justin seconded; motion passed
- Membership Approval: the board engaged in a discussion regarding geographic membership boundaries, the new parent program, and the types of gifts included in new member welcome packages. The finance committee took an action to verify with the New Parent program manager that gifts are included for older children and are age appropriate. The following new members were approved by the board; Mary will send Samantha contact information, as usual, so she may welcome each new member family:
 - Dimple Mohan, Cabin John, MD
 - James Blake, Woodbridge, VA
 - Wallace Kelly, Round Hill, VA
 - Alex Rivera, Ashburn, VA
 - Alicia Sigmon, Bowling Green, VA
 - Jacquelyn Kuntsmann, King George, VA

Executive Director Report – Mary

- Mary reported that the second draw Payroll Protection Plan (PPP) loan application has been submitted, with board approval (delegated to the Finance Committee by full board vote in December 2020). Resulting funds will be held in a restricted account until DSANV has been notified the loan forgiveness application for the original PPP loan has been approved.
- 2020 End of Year fundraising campaign – Mary reported that the end of the year campaign was very successful; to date, donations total 166% of the goal.

Committee Reports

- Finance: Mary reported the Finance Committee's actions regarding the PPP second draw loan application and stated the finance committee will conduct its next bi-monthly review in February
- Development: Marcela Souaya- reported the committee will plan four fundraising campaigns (one per quarter). In Q1 2021 they will collaborate with staff to plan the World Down Syndrome Day celebration; the theme will promote organizations and businesses that employ people with Intellectual and Developmental Disabilities. Charlotte shared some of the work the National Down Syndrome Society (NDSS) is doing in support of employment advocacy.
- Governance: Samantha Fredieu reported the committee plans to conduct a review and vote

on the next level of detail of the Strategic Plan. She plans to send out one more email regarding a few additions and will then circulate the document for a final vote.

Old Business:

- DSANV Advocacy Program: Program Manager Charlotte Woodward reported the renewed program Charter and draft 2021 activities have been prepared and will be verified with members at the Jan 21, 2021 (7:00 pm) program kickoff meeting.
- Samantha reminded the Board that we currently have a Director vacancy. DSANV member Kelly Smith has reached out to Samantha regarding interest in our board; Samantha and Mary will reach out to Kelly to share information and request a statement of interest.

New Business:

- 2021 Board / Officer vacancies – Board members are encouraged to report any Director or Officer vacancies by the March 14, 2021 Board meeting to facilitate the prompt identification of any needed replacements by May 2021.
- 2021 Down syndrome community events – the Board discussed how to engage members in celebrating World Down Syndrome Day on March 21, and looked ahead to the Spring picnic which will need to be virtual, and the Buddy Walk which is initially planned as a hybrid in-person/virtual event. Will have an initial Buddy Walk planning discussion at the March board meeting.

Executive Session

Adjournment

Next Meeting: March 14, 2021 @ 6:00PM

2021 Board Meeting schedule: Jan 10, Mar 14, May 9, Jul 11, Sept 12, Nov 14