

Minutes: DSANV Board of Directors Meeting

Sunday, March 14, 2021 @ 6:00pm

Welcome – Amanda Hunt is graciously serving as acting President while Samantha is temporarily away. Welcome to new board member Kelly Smith. Kelly is an 8-year member of DSANV, a parent of a child with Down syndrome, and a practicing attorney

Present: Amanda Hunt, David Egan, Sarah Español, Mary Ford, Kelly Smith, Erin Thompson, Charlotte Woodward, Alain Noriega, Marcella Souaya, Rob Di Brienza, Andrew Hume, Abel Sussman

Absent: Justin Knapp, Kim Hudson, Samantha Fredieu

Meeting called to order at 6:04 pm

Approvals

- Consent Agenda
 - March 14 meeting agenda: Sarah motioned to approve, Alain seconded, motion passed
 - Jan 10 meeting minutes: Amanda motioned to approve, Rob seconded, motion passed
 - New member candidates: Sarah motioned to approve, Alain seconded, motion passed
- Membership approval: Alain motioned to approve the following new members; Marcela seconded, motion passed. Amanda will send out welcome notices.
 - Cynthia Lobalbo, Woodbridge, VA
 - Lynne Arehart, Manassas, VA
 - Heike Mothershed, Stafford, VA
 - Kaiti Brideau, Springfield, VA
 - Altanbagana Ganzorig, Springfield, VA

Executive Director Report – Mary

- Reviewed New Programs being scheduled in 2021
 - Relationships (Social Skills preparing advocates for life) in two groups- 11-young adolescents, and adult groups. New instructor for adult group.
 - DSANV book club includes a 6-week summer reading program and lots of activities
 - Introducing a series of webinars on health related topics; the first one in May will be on a non-surgical solution to treat sleep apnea
- Alain made a special announcement that his employer, the Community Church of Ashburn, is providing a generous grant to DSANV in 2021
- PPP Second Draw Loan status: loan received in January and held as restricted funds until the status of the initial PPP loan forgiveness application is confirmed

Committee Reports

- Finance: Mary reported for Kim – the Finance Committee met on Feb 22, 2021; with the generosity of member donors, and support from PPP loans/grants, DSANV was able to operate within budget in 2020 and continuing into 2021. Long term reserves were a valuable safety net; staff recommended, and committee concurred, to grow the cash reserve from three to six months of operating expenses to help guard against future unforeseen challenges.
- Development: Marcela Souaya – worked with staff to plan World Down Syndrome Day campaign and the virtual Spring Picnic to be scheduled in May
- Governance: Samantha Fredieu – the final level of detail (Tactics and Metrics) has been documented to produce the now complete draft 2021-2024 Strategic Plan which was included in the read ahead packet for this meeting. Amanda recommended the committee schedule a separate meeting to review the draft, make any final edits and recommend a final draft to the Board to be voted on at the May 16, 2021 Board meeting.

Old Business

- DSANV Advocacy Program: Charlotte Woodward reported the kickoff meeting was held on January 21, 2021; the agenda for quarterly meetings through the remainder of 2021 have been planned and speakers consulted; the April 22 speaker will be the National Down Syndrome Society (NDSS)

New Business

- Announcement for Future Action – DSANV celebrates its 50-year anniversary in 2022! Recommend a marketing campaign, badge/banner for the website and social media, etc.
- 2021 DSANV Down Syndrome Community Events – Mary shared information on initial plans for spring, summer and fall events based on projected social distancing requirements
- Buddy Walk® 2021 – expecting to hold a hybrid in-person/virtual event; Mary shared details on staff planning conducted to date, best practices shared at DSAIA, and current budget projections, and requested Board support
- Holiday Party – Abel suggested this year's Holiday party may also need to be conducted virtually, adding limited in-person activities as well; will assess closer to time
- DSANV 2021 World Down Syndrome Day celebration includes an information campaign celebrating DSANV members of various ages focusing on one story per week

Moved to adjourn the meeting at 7:14pm

Executive Session

Adjournment

Next Meeting: May 9, 2021 @ 6:00PM [Meeting later changed to May 16 to deconflict with holiday]

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