

**Foundation for Mentally Retarded and Handicapped Children
Chesapeake District
Executive Directors Meeting, Friday, August 24, 2007**

Members present: “Rip” Dellaripa, President, Douglas Potter, President-Elect, Chip Hill, Executive Director, Fon Smith, Immediate Past President, Bev Hill, Secretary, Whitfield Mallory, Treasurer, John Markey, 1st Vice President, Pat Koepsel, 2nd Vice President, Charles Smith, visitor.

The meeting was called to order by President Dellaripa at 9:30 a.m and opened with the pledge to the flag.

The minutes of the April 13, 2007 meeting were accepted as presented.

Treasurer Whit Mallory distributed the usual treasurer’s report plus an additional report showing the schedule of restricted funds activity and participating clubs activity for ten months ending July 31, 2007. Clubs which have funds in the “restricted” category ask for disbursement of those funds on an individual club basis. The Executive Committee votes on disbursement of those funds. We are trying to do away with the “Restricted” line --- keeping it at a minimum. The auditor considers restricted funds as a liability – therefore, it is in our best interest to lower it as much as possible. At present, approximately 7-8 million dollars of our 9 million plus dollars is unrestricted.

A copy of the Treasurer’s report is on file with the Secretary.

Grants Committee report – Chip Hill

- 1. Fairfax Civitan Club requested \$19,120 for the Northern Virginia Therapeutic Riding Program. The Grants Committee recommended approval of this request.**
- 2. The Baltimore Civitan Club requested \$50,000 for the Civitan International Research Center to continue funding of the McNulty Scientist Civitan Award. The Grants Committee recommended approval of this request. (2006-2007 year)**
- 3. The Hopewell-Prince George Civitan Club requested \$5,790 to help cover costs of sending mentally challenged adults to a three**

- day camp in the Blue Ridge Mountains of Virginia. The Grants Committee recommends approval of this request.
4. The Baltimore Civitan Club requested \$4,000 for the Civitan International Research Center. The Grants Committee requires more information before requesting approval of this grant request.
 5. The Thomas Jefferson Civitan Club requested \$3,800 to support the ARC of Augusta for day support training program for individuals who are not yet funded by the State Mental Retardation Medicaid Waiver Program. The request was for \$5,000 with the Thomas Jefferson Club providing \$1,200 of that \$5,000. The Grants Committee recommended approval of this request.
 6. The Tyson and Arlington Civitan Clubs requested \$25,000 for the Chesapeake District Growth and Retention Committee to help clubs in danger of surrendering their charters. The Grants Committee recommended tabling this request until a plan is in place by the new District Management Team.

A motion will be made tonight to fund another \$50,000 for next year's science award (2007-2008) with a grant request coming forth in November.

Rockville will be turning in their charter at the end of the year. There are a number of other clubs in membership trouble. We need someone to help clubs rebuild.....they can't do it by themselves.

Can a resolution be presented tonight and let the directors decide about the tabled \$25,000 grant for growth and retention? Pat Koepsel made the motion for Whit to make such a resolution tonight. It was seconded by John Markey and passed unanimously.

Old Business: A thank you note was received from Central Fairfax Services for the \$500

Policies – a motion was made by John Markey and seconded by Pat Koepsel to accept the new policies as presented. It passed unanimously.

Whit moved that we extend our \$500 new member grant incentive to the 2008 year with the 6-month stipulation. Seconded by Douglas Potter and passed unanimously.

Whit moved that we extend \$5,000 grant privilege to the club sponsoring new clubs with at least 30 members. Seconded by Fon Smith and passed unanimously.

Whit would like to engage accountants to do another audit (year-end 2007) and to prepare the income tax return for the current year. IRS requires foundations to do electronic filing if there are assets over \$10 million dollars. He is also asking for assistance in changing our filing method from cash to accrual. Fon made the motion that we employ a CPA firm to audit the records, do the tax returns and submit it and assist Whit in preparing the application to change our accounting method from cash to accrual basis. It was seconded by Doug Potter and passed unanimously.

Whit would like to make a resolution that, in accordance with Pat Koepsel's request several years ago, the Foundation will support the grant request in November to match what the Chesapeake Junior Civitans (individual and club) give to CIRC up to \$10,000 maximum. The Juniors need to know in advance that our Foundation will support it.

Resolution: the signatures of the officers be approved for the checking account. To be done after the election.

Comments: (Doug Potter)

- 1. Hopewell-Prince George Civitan club requesting funds for camping – camping is available to them under federal camping guidelines – that's the law.**
- 2. Sorenson grant – “What is it?” - we need to address that – we've been requesting Sorenson grants for at least 15 years.**
- 3. Camp Civitan – supported by Norfolk – probably given approximately \$20,000 over the years. Good possibility that Camp Civitan will be turned over to another agency – we help support it – and they can give it to another organization if they wish. Camp Tappawingo – the same problem. We need to address these situations – it's a problem we need to address.**

- 4. Cost value on securities. The concept
Buy stock for \$100 – later sell for \$500 and using that \$500 buy
another security the cost basis is \$500, not the original \$100.**
- 5. The District Treasurer, along with the Governor, gets a copy of
the portfolio of the Del Fonzo fund, the John Cain fund, the
Fellows fund.**
- 6. There is an Investment Committee– Doug Potter, Alice Kendrick
and Bill Wengert.**

Meeting adjourned 11:25 a.m.

Respectfully submitted

Bev Hill, Secretary.