

**BROTHER'S BROTHER FOUNDATION
QUARTERLY MEETING OF THE BOARD OF TRUSTEES**

MINUTES OF September 30, 2017 QUARTERLY MEETING

The quarterly meeting of the Board of Trustees of Brother's Brother Foundation was held on Saturday, September 30, 2017 at the Inova Conference Center in Virginia. The meeting was called to order at 11:45 a.m. by Mr. Charles Stout, Chair.

PRESENT

Nine members of the Board of Trustees and Officers were present:

Charles Stout	David Swan	Luke Hingson
Tom Wentling	Austin Henry	
Walt Fowler	Amy Hammer	
Louanne Tronsberg-Deihle	Ron Miller	

Six members of the Board were on the phone:

Phil Jones	Dan Delaney
Graham Johnstone	Drew Harvey
John Unkovic	Joe Senko

Eight Staff members of the Foundation were present:

Sarah Boal	Richard Goddard	Frank Seanez (on the phone)
Karen Dempsey	Erik Ryan	Neal Walker
David Holdsworth	Ozzy Samad	

GREETING AND REMARKS BY THE CHAIR

Mr. Stout and Ms. Dempsey covered the logistics for the evening event at the home of BBF NCA Advisory Council Member Charlie Moore. Mr. Stout welcomed everyone, and thanked everyone for traveling.

MINUTES APPROVED

Mr. Henry presented the Minutes of the July 18, 2017 Quarterly Board meeting. Mr. Henry signed off on the minutes and entertained the motion to adopt the minutes.

- **MOTION:** to approve and adopt the minutes. Mr. Fowler moved, Mr. Delaney seconded, passed.

PRESIDENT'S REPORT

Mr. Hingson updated the Board members on BBF's hurricane relief efforts for Harvey, Irma and Marie. He thanked the staff for stepping up and rising to the occasion, and noted several Trustees have stepped up financially and with connections and thanked the Board. Mr. Hingson reviewed Hurricane Harvey response and funding with the assistance of Mr. Samad. They continued, reviewing responses and plans for Hurricane Irma response and Hurricane Maria Response. Ms. Dempsey interjected that donations were expected to exceed \$1,000,000 by the end of the month with approximately \$500K for Texas. She also noted that Brother's Brother had received donations from more than 1,500 new donors. Response and recovery efforts will continue into the coming months and year. Discussion on donor communication and historic giving patterns followed. The Board will be kept informed and asked for insight on major project decisions in all response areas. Mr. Henry stated we need a motion delegating the authority to allocate these funds to the Executive Committee between Board meetings.

MOTION: to approve authorization of funds to different BBF projects. Mr. Wentling moved, Ms. Hammer seconded, passed.

with a different focus. We will be asking our local partners to buy tables at that event, and highlight their work with us. Inova is donating the space so we'll have to cover food and incidentals. Mr. Wentling volunteered for the Pittsburgh Gala Committee. Mr. Wentling asked that we please highlight the young professionals. He also suggested Lilla Swan, Jordan Feucht, and Joe Senko as Board members to assist.

Ms. Dempsey thanked to the Trustees for their donating to the disaster efforts. Mr. Jones stated Ms. Dempsey's work is key to this organization's well-being and thanked her.

STRATEGIC PLANNING

Mr. Jones stated that strategic planning preparations are underway. With the disasters the staff has been preoccupied but that should be improving in the near term. Mr. Delaney has volunteered to lend a hand on that Committee. The organization is successful, so we do not need to rethink everything we have been doing. We need a plan to codify things we are doing already and tweak where necessary. But we need to look at projects and the future of BBF beyond the next disaster. We are sending needed goods and supplies all the time and have ongoing efforts, but we kick in high speed with disasters. So, for Strategic planning we're not looking at a 100-page study, but better definition and guidelines. Mr. Jones stated he sees BBF as building on the groundwork laid by Mr. Stout and Mr. Wentling over the past several years. Mr. Jones expressed appreciation for the level of Board involvement that we're seeing with Mr. Stout and Mr. Wentling and we want to continue that trend. We need to look at Africa and the NCA office and how we are growing and developing.

OTHER BUSINESS

Mr. Henry made a motion to authorize Mr. Holdsworth to purchase a new forklift. Ms. Hammer- seconded, vote passes

Follow up thoughts were shared on several earlier points of discussion.

Next Board meeting will be January 16th in Pittsburgh. Tentative dates for 2018 will be noted in the agenda. These are the traditional dates but there is flexibility.

MOTION: to adjourn, second, passes.

The meeting adjourned at 2:30 p.m.

Chairperson/Secretary

AH/cs