



BOARD OF DIRECTORS BUSINESS MEETING

Following planning session from 9 AM to 1:30 PM - Thursday, June 16, 2016 1:30 PM to 3:00 PM
In-Person: Huntington Banks Board Room, Huntington Bank, Charleston, WV

AGENDA

- Call to Order - Chair Cynthia Drennan** **1:30 PM**
- Approval of Minutes** **1:35 PM**
- March 2016 Meeting (*In-Person: Steptoe & Johnson Law Offices*) *(see Attachment A)*
- Unfinished Business:** **1:40 PM**
- **Finance & Administration (F&A) Report:** *(see attachment B)*
Financial Reports for 2016 YTD as of 05/31/2016 will be presented by our finance team including Board Treasurer Tres Ross, eCratchit representatives, and Paul.
- **2016 Fiscal Year Annual Audit** **2:05 PM**
Our audit firm of Arnett Carbis & Toothman will join us via conference call to present the annual audit draft to the Board of Directors.
- New Business:**
- **Review & Approval of Updated Policies completed for Philanthropy WV** **2:35 PM**
Per the request of particular committees and/or the Board of Directors the following policies are presented for approval of updates or being new:
 - *Accounting Policies & Procedures updated as of 2016*
 - *Proposed Operating Reserves Policy new for 2016*
 - *Master Copy of Philanthropy WV Team Job Descriptions (FYI – Item)*
- **Board Member Resignation & Selection of Board Chair** **2:45 PM**
As shared in your board packets, our Board Chair Cynthia Drennan has to step down for personal and professional matters that will prevent her from continuing her service on the Board of Directors. The Board will determine next steps to fill the vacancy of Board Chair as well as her Board seat.
- Meeting Adjournment** **3:00 PM**

NEXT MEETING:

THURSDAY, SEPTEMBER 15TH FROM 10 AM TO 2 PM
AT OFFICES OF STEPTOE & JOHNSON LAW FIRM, Bridgeport, WV

4th Quarter MTG:

Thursday, December 15th from 10 AM to 2 PM at the New Offices of Philanthropy WV, 191 Scott Avenue, Morgantown, WV 26508 (WV Public Broadcasting Building) followed by Christmas Luncheon