

CHILDREN'S BEREAVEMENT CENTER OF SOUTH TEXAS

EXECUTIVE COMMITTEE MEETING- SEPTEMBER 24, 2019- at SIGMA SOLUTIONS

The September 24th meeting was convened by Board Chair Scott Gruendler at 4:40 pm with the following board members in attendance:

Scott Gruendler, Chair
Jimmie Keenan, Vice Chair (present by phone initial half hour and in-person after)
Connie Gilbert, Secretary
Bobby Rios, Treasurer
Lauren Ferrero, appointed EC Member
Chris Rulon, appointed EC member
Ryan Sullivan, Member
Debra Weems, Member
Curtis Ruder, Member
Rose Mary Fry, Past Member and Strategic Planning Consultant
Blair Thompson, Kristina Hernandez and Marian Sokol- Senior Staff

Strategic Planning Preparation

Rose Mary Fry requested an update on Center status and progress since May 2019, at which time she rotated from the board. Marian outlined this in the area of Leadership, including the addition of 4 new members of the governing board, committee assignments, and high-level status of the Rio Grande Valley and Paloma Places sites.

Blair provided information regarding the relocation of operations/admin/development staff from the 215 W. Olmos "Annex" to lease space at San Pedro & Olmos Avenues. Blair also shared the latest information regarding draft architectural designs, plans to hire a contractor and staff hiring. Kristina supplemented this by providing information on the capital campaign, the Keller Williams Fundraising event, and several unique marketing opportunities that should allow for increased awareness of the Center this fall. In addition, plans for the February 20,2020 gala at the Witte were announced, including the acceptance as Honorary Chairs Joe and Julie Straus. Marian also touched on program expansion within the school districts in the south, east and west sides of the city.

Rose Mary briefly outlined plans and expectations for the October 22nd retreat at Texas Capital Bank. The 4- hour session will be followed by a several month planning process, in which Ryan Sullivan, the senior staff and Rose Mary will define goals, strategies, objectives, responsible parties and timeline for major efforts 2020 through 2023. Among the topics will be succession planning, establishing a credible Legacy Giving program and bringing the Rio Grande Valley Center to the point of independence as a 501-c-3 organization. She asked that the Agenda for the October session be distributed well in advance, that the room be conducive to break out conversations, and that power point slides be able to be viewed on screen. Rose Mary also asked if the Center's web site is up to date with new program information.

Announcements

- Marian shared with those in attendance information regarding a Legacy Gift to CBC that is currently pending probate of a donor will. However, the will is being contested. Further information will be conveyed verbally with the entire board in October. Barry Chasnoff, attorney and long- time supporter of the Center is providing legal counsel on a pro bono basis to the Center. In addition, Marian announced that trustees of the Circle Bar Foundation (Family of

John H White & Dela White (dec)) voted today to approve a \$300,000 grant to CBC for the Capital Campaign.

{At this point Rose Mary Fry excused herself for the remainder of the meeting}

- Curtis Ruder provided information regarding an issue of non-attendance by Board Member Jeff Hetrick, who had been an engaged Board member for two years prior to an illness and now is out of touch and not responding. Given that he has missed more than 3 consecutive meetings, the committee suggested that a formal letter be sent stating that we assume (per bylaws) that he is no longer able to be an active member of the Board and wishes to resign. Chris Rulon helped shape the suggested language for the letter, which shall inform Jeff that he is welcome to re-join the Board in the future if personal issues preventing his attendance are resolved.

Action Item

The following item was brought to the Executive Committee for consideration upon recommendation of the Finance Committee, chaired by Bobby Rios. At issue, is the question of the amount of money and signed pledges that must be in hand before a construction agreement can be signed, and construction work begun. The following motion was put forward:

“It is moved that construction for the Children’s Bereavement Center facility expansion be authorized contingent upon receipt of gifts and/or pledges of \$3,750,000 (75% of the Gift del Milagros campaign goal), and that no construction begin until such pledges are fully documented and recorded.”

Discussion ensued regarding break-out of costs; which include approximately \$3 million for construction, \$1 million for Operational Reserve Fund; \$100,000 of capital campaign costs and \$840,000 for increased program costs related to expansion over a three- year period. **The motion was unanimously approved by members present.** It will be announced and confirmed for the minutes of the next full board meeting.

Executive Session

Scott requested that members remain for a brief Executive Session without senior team and thanked all present for an informative good meeting.

Meeting was adjourned at 6:40 pm.

Respectfully submitted,

Connie Gilbert
Board Secretary

