Report From the Executive Committee

April 16, 2021

The Executive Committee met three times this quarter:

1. The Executive Committee met on Thursday, February 11, to approve a proposal to offer 12 hours of PTO to any staff who receive the COVID vaccine.

2. The Executive Committee met on February 24 to review and revise an RFP for a resource development consultant (below) and to discuss a work plan to support resource development. The Executive Committee directs the Resource Development Committee to focus exclusively on the Spring event and on the fall disability summit, for now, and turn to the creation of a long range fundraising plan after that.

The Executive Committee decided that a hiring committee, to select the Resource Development consultant, will be appointed at the April Board meeting, to consist of at least one member of the Resource Development Committee, one member of the Executive Committee and one member of the dLCV management team. The Executive Committee also agreed to revise the operating procedures in order to clarify the role of committees in relationship to the Board.

The Executive Committee seeks input from the Board for specific details and deliverables to be included in the RFP for a development consultant:

*The dLCV Board seeks the services of a consultant to assist the board and its resource development committee in the development of a long range fundraising plan.*

*The consultant will recommend training and educational resources that will assist the Board, Committee and development staff to be able to perform their respective duties.*

*The consultant will provide professional development coaching to the executive director and director of external relations.*

*The consultant will be experienced in non-profit board operations as they relate to fundraising.*

3. The Executive Committee met, via email, on April 14 and 15, to approve the use of $15,000 in discretionary funding to use as a match for a grant application to the Virginia Board for the development of a database for abuse and neglect reports. Approval was conditioned on ratification by the Board at the April 30th meeting.

Executive Committee Report Tab 2 – 4