



## Board Minutes

January 27, 2026

**Attendees:** Dr. Merritt Adams, Karen Jolley, Debbie Spielman, Mary Lynn Wilson, Theresa Critchfield, John Critchfield, Dr. Laura Hill, Tripp Stephens, Melanie Farrell, Tim Vita, Beth Painter, Betsy Conroy(Brad Moore and Christie Burbank's Proxy), Ashley Robins Johnson

**Staff Attending:** Farin Cloyd, Tiffany Commons, Mike Brown, Jennifer McAfee

### I. Call to Order

A. Welcome – Board Chair-Betsy

B. Mission Moment: Disman/Chaffee Family

Cleveland family has been in the House for about 120 days. Baby girl Stacey Jr. was born at 23 weeks weighing 1lb, 2oz. Our Wellness Navigator, Leslie is helping the family secure resources like better housing, government assistance etc. As of last week, Stacey Jr. now weighs a healthy 9 pounds. Mom and Dad will need to be certified and trained before they can go home, so they will probably be in the house for several more weeks.

Also, we have recently added our intern Marianna to our Programs team. Marianna is a doctoral student and will be working on building a sibling support framework for the House as part of her doctoral thesis.

### II. Consent Items

- Review of Past minutes for Approval – Betsy
  - Theresa Critchfield made the motion to approve the past minutes.
  - Ashley Robins Johnson seconded.
  - Motion passed unanimously.

### II. New Business

- Approval of RMHC Bylaws Revisions – Melanie
  - Mary Lynn Wilson made the motion to approve the changes to the Bylaws.
  - Theresa Critchfield seconded.
  - Motion passed unanimously.

*All supporting documents for this meeting are uploaded to the RMHC Board Website for easy access:*

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### III. President/CEO Report

- VP of Major Gifts Intro – Jennifer McAfee
  - Jennifer came to us from the Special Olympics of Tennessee, where she worked with Law Enforcement to raise money for the Special Olympics. She has a heart for nonprofit work and fundraising. Her main focuses will be Hope Campaign, Jeffersonian Events, Thank You Tours, and cultivating Major Donors. Jennifer has hit the ground running and has already collected \$15k in staff pledges toward Hope. She is distributing a Hope pledge form for board members — please turn in forms to Farin.
  
- Board Engagement Tracking Tools
  - This is mainly a recognition tool, not a surveillance tool. The board is extremely involved, and now we have a way to track this engagement internally and recognize board members for their support for the organization.
  - Almost all monetary gifts go towards your annual board giving requirement – it does NOT have to only be Hope Campaign donations. Certain gifts will only be awarded credit for the tax-deductible amount (event tickets, sponsorships, etc).
  - Ashley says a mid-year financial contribution update and reminder would be helpful, and Beth suggests quarterly or monthly reminders.

### V. Committee Reports

#### A. Finance – Tim

- Finance meeting moved to next week (1<sup>st</sup> week of Feb) to have all 2025 financials
- YTD we are looking good. Received about \$400,000 in giving in December and will finish the year above budget.
- Funds from 35<sup>th</sup> will go toward room renovations in the House, but Mike also wants to bring a capital campaign plan before the board.

#### B. Advancement – Laura

- Wine Women & Shoes: March 12<sup>th</sup> from 6-10pm at the Signal. We're on year 2 of a 3-year contract with the Signal. Tickets are now on sale, and we are still looking for sponsors! Fundraising goal is \$400,000 and Sponsorship goal is \$183,000. Event Chairs: Alexa Donnellan, Patti Frierson, Brooke Fuller. Board members are encouraged to volunteer, attend, or be a Shoe Guy.

#### C. Governance - Melanie

- Background Check Policies: Our insurance informed us that we needed to implement a background check policy for liability purposes. All staff; weekend managers, board members, and vendors will require a board check. These policies must be in place by Feb. 1<sup>st</sup>. Background checks should be completed within 90 days of policy implementation.

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- The house will pay for staff and weekend manager background checks; board and vendors will pay for themselves.
- Debbie suggests scanning IDs to run visitors through the sex offender database. This can be revisited and implemented after phase 1, which is implementing the policy.
- Tripp Stephens made a motion to approve the policies.
- Mary Lynn Wilson seconded the motion.
- Motion passes: 13 yes, 1 abstention

D. Audit – Tripp

E. Executive – Betsy

VI. Unfinished Business

- It is time for nominations: board members, board or event committee members, etc. Please start thinking about people you think would be a good fit.

VII. Adjourned by Betsy at 7:07PM

### Dates to Remember

- **February 24th** – Board Meeting 11:45-1:00pm (Virtual)
- **March 12<sup>th</sup>** – Wine Women & Shoes
- **March 24th** – Board Meeting 5:30-7:00pm @ RMHC
- **April 11&12th** – Bug-a-Paluzza
- **April 28th** – Board Meeting 11:45-1:00pm (Virtual)
- **June 23rd** – Board Meeting 5:30-7:30pm @ RMHC
- **September 19<sup>th</sup>** – Run4Kids
- **October 19<sup>th</sup>** – Golf Classic

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