



RMHC December Board Minutes

11:45-1:00pm | December 9, 2025

Board Attendance: Besty Conroy(Laura Hill Proxy), Melanie Farrell, Brock Oliver, Beth Painter, Merritt Adams, Brad Moore, Tripp Stephens, Deborah Spielman, Tim Vita, Mary Lynn Wilson, John Critchfield(Theresa Critchfield Proxy), Ashley Robins Johnson, Karen Jolley

Staff Attendance: Mike Brown, Tiffany Commons, Farin Cloyd, Jennifer McAfee

I. Call to Order

- A. Welcome – Board Chair-Betsy
- B. Mission Moment - Tiffany

II. Consent Items

Review of Past minutes for Approval - Betsy
Motion: Tripp Stephens
Second: Deborah Spielman
Motion passed unanimously.

III. New Business

2026 Budget Proposal – Tim/Mike

- 2008-2014 not much changed budget-wise
- As far back as 2019, the trend was proposing a deficit budget with assumption we would pull from the interest generated from the endowment if needed. In 2023 (Mike's first budget), Mike wanted to move away from proposing deficit budgets to zero balanced budgets with the goal of balancing the budget at the end of the year.
- Staff has increased substantially since 2022. The growth of the organization 20% plus annually has been quick but necessary. As staff hiring slows, budget growth is expected to slow as well.
- Q4 revenue projected at \$1,078,000.00.
- 2026 budgeted expenses reflect an 11% increase over 2025. This includes an increase in Black Creek cost, additional WCA staffing, hiring a VP of Major Gifts, & IT operations.

Supporting documents for this meeting can be found on the Board Website:

Rmhchattanooga.net

Password: Ronald1990!

- 2026 budgeted revenue represents an 11.2% increase and an 8% decrease to trailing 12-month actuals. A key watch area is the fundraising revenue & McDonald's owner/operator proceeds.

Motion: Beth Painter

Second: Brad Moore

Motion passed unanimously.

Chair Elect – Melanie

- Per the By-laws, the board has to vote to confirm the Chair-Elect of the board. This should have been done at the June Annual Meeting

Motion: Deborah Spielman

Second: Beth Painter

Motion passes unanimously

IV. President/CEO Report

Donor Database Updates

- Cindee McBride is now the Director of Data Management and Strategy. We have had the same CRM for 35 years, but no staff member really **owns** the management and upkeep of the database. She is undergoing extensive training, and she will be our database expert moving forward, overseeing all data entry in all modules (gifts, volunteers, guests, biographical, etc. The goal is good data in, good data out!

Capital Investments/Hamilton County Schools

- Hamilton County Future Ready Program, Tripp is the Co-Chair of the program. Career path education for kids who might not go to college. He reached out to Mike about the construction program doing some of the renovation work to help off-set costs and get kids involved with philanthropy!
- Students came and did room walk-throughs in November and put together renderings for the room renovations. We plan to sit down with the students and their teachers and discuss implementation and phasing.
- We need a facility management ad-hock team to help oversee this project.
- Mary Lynn asks what our liability is if one of the children was injured. Tripp says they would be working under the purview of Hamilton County Schools, but we'll check to ensure we are covered.
- Melanie says this would warrant a "special committee" as outlined in our bylaws to establish scope, etc. She asks if sponsors of the rooms have a role in this renovation project? That role is unclear but will be defined – they should definitely be involved.
- The timeline has not been set or discussed at this time.

Background Checks for Staff/Volunteers

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- McGriff Insurance has worked with Mike and Tiffany to help us put together policies/procedures pertaining to background checks for staff and volunteers, which should be in effect in the next 60-90 days. There is nothing to vote on yet. Mike has discussed this with RMHC colleagues, and it seems that other chapters are already conducting background checks. This would apply to volunteers in all capacities.
- This may need a board vote before the next board meeting, so keep an eye on your emails!
- We will clarify if WWS/Golf/Off-Site Event volunteers will also need background checks.
- Can a previous background check (Erlanger, etc) transfer over to RMHC?

V. Committee Reports

A. Executive Committee – Betsy

B. Advancement – Laura

- The RMHC Golf Classic was successful!
- RMHC 35th Anniversary Casino Night – Net \$50k received not included in budget. Revenue will go toward room renovation.

C. Governance – Melanie

- Bylaws have been shared with Alan Cates and should be sent out over holidays/early January for Board review.
- Pat Roza put together a quarterly policy review schedule for the committee to make sure things stay moving
- The committee is working to put together a calendar to ensure the scope of work assigned to the committee is completed each year. This is recommended for all committees.

D. Audit – Tripp

- No report at this time.

VI. Unfinished Business

- Executive Session

VII. Adjournment

Dates to Remember

December 14, 2025, Board Christmas Party (Chattanooga Country Club)

January 27, 2026, Board Meeting In Person (5:30-7:00pm)

February 24, 2026, Board Meeting – Virtual (11:45-1:00pm)

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