

**Restore Hope, Inc.**  
**2025 Board of Directors 3rd Quarter Meeting**  
**1230 Independence Ave SE, Apt B, Washington, DC 20003**  
**July 9, 2025; 7:30 P.M.**  
**Agenda**

<b>APPROX. TIME</b>	<b>ITEM</b>	<b>DISCUSSION LEADER</b>
5 minutes	Welcome, pray, and approve previous meeting's minutes	Kathryn Morris
15 minutes	Activity Since Previous Meeting and Programming Updates	Kathryn Morris
5 minutes	Financial Update	Kathryn Morris
15 minutes	Board Roles and Responsibilities Review	Kathryn Morris
10 minutes	Give or Get Policy	Kathryn Morris
30 minutes	Trivia Night Fundraising Planning	Kathryn Morris
5 minutes	Open Floor for Discussion	All Board Members
5 minutes	Action Plan	Kathryn Morris

**RESTORE HOPE, INC.**  
**BOARD MEETING - 2025 Q3 MEETING**

July 9, 2025 7:57-9:04pm

Present: Nichelle Brannon, Community Liaison, New Director; Megan Cali, Vice-President; Heather Kleinschmidt, Secretary; Deb Morgan, Volunteer; Kathryn Morris, President; Angelina Ngo, Director

Absent: Vickie Casey, Treasurer; Lana York, Director

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## MINUTES

### General Business

#### 2025 Annual Meeting Minutes

- Unanimous approval

#### Board Members

- Nichelle Brannon: voted onto Board as Community Liaison unanimously

#### Banking & credit cards

- Current net worth: \$8,230
- Credit card points will be withdrawn quarterly
- Fundraising
  - Email campaign requesting funding (monthly or one-time)
  - To be distributed peer-to-peer as well via email or mailer

#### Board Responsibilities & Expectations (Review)

- Govern the organization effectively in accordance with official policies and bylaws
- Keep organization financially secure
  - Until now: Have successfully remained in the black
  - Moving forward: Programming is growing; we need fundraising to match it. Board members need to become more active fundraisers.
- Prioritize annual / quarterly meetings
- Hold one another accountable

#### Give or Get Policy

- Policy adopted by unanimous vote
- To be implemented this year with more structured/formal implementation next year

## Activity & Programming

### Updates

- Mentorship program
  - 6 clients enrolled, plus 4 others grandfathered in; 1 woman in conversation about potential enrollment
  - Some clients have already begun hitting their mentorship goals (employment, housing)
- Monthly lunches at Harriet Tubman
  - July: tried sandwiches instead of previous lunches, which cost less and was well received by attendees
  - 100 lunches per month
    - July: 76 lunches handed out
    - Any excess lunches are given to the shelter to continue distributing to later arrivals
- June: N Street community day info table – distributed info about Restore Hope
  - Helped with awareness among other organizations as well
- Monthly events at N Street Village
  - Bingo very successful in June; will repeat July 21
- Discussing partnership with Deb Morgan: hosts monthly class on mindfulness-based stress reduction (MBSR) and breath techniques

## Administrative

### Activity updates

- Copyright issue has been resolved
- Volunteers – seeking specialized volunteers and have received several promising inquiries
  - This has opened a new door: Since we have such a solid infrastructure associated with our resource database, it's easy to replicate in new cities. Volunteer applicants may be delegated toward developing
- Grants
  - Donation received from Costco, which helped with food distribution
  - Applied for grant from Bank of America – expect to hear back around September
  - Submitting more grant applications
  - 4imprint may give a grant toward swag for Oct. 3 event
- October 3 event - Trivia Night Fundraiser
  - Venue space secured (free) – True Reformer Building - may be used in future for other needs
  - 5.30-8.30pm
  - Ticket purchases via [givelively.org](http://givelively.org)

- 8 round tables / 7 seats per table; capped at 75 attendees
- Clients will be invited (free access)
- Tickets
  - “Team ticket” for 5 people at discounted rate
  - “Sponsor a table” for 7 people at a discounted rate
  - “Sponsor a lady” option to pay for client ticket
- Art Day with clients – create art that’s given as prize for Trivia winning team
  - Additionally, gather gift cards or other donations
- Trivia
  - Host/MC confirmed
  - Trivia deck donated by QuizzRunners
- Volunteers required:
  - Greeter
  - Check-in
  - Silent auction attendant
  - Audio
  - Trivia judge
  - Photographer
  - Donation collection
- Donations
  - Cash accepted
  - Tap-to-pay through Zeffy (will need QR code for donor to get nonprofit receipt)
- 3pm setup; MUST be out of building no later than 9pm
- Decorations – each table numbered and decorated to represent a different decade
- Food: focusing on donations

#### Newsletters

- Integrate weekly accountability email content into monthly update newsletter for the broader Restore Hope community



## Board of Directors – Give or Get Policy

At Restore Hope, Inc. (Restore Hope) we rely on the commitment and leadership of our Board of Directors (Board) to help sustain and grow our work serving women experiencing homelessness. One vital aspect of that leadership is each board member's personal financial contribution or fundraising support. Board members are encouraged to consider Restore Hope a top priority in their personal philanthropy and to advocate for the organization in their networks throughout the year.

### Annual Give or Get Commitment

Each Board member is to make an annual **"give or get"** commitment—a financial contribution that is personally meaningful. This may include:

- A direct personal donation ("give")
- Fundraising efforts that result in donations from others ("get")
- A combination of both

There is no set dollar minimum; we ask each member to reflect on their capacity and role in the organization and determine an amount that demonstrates their commitment to Restore Hope's mission.

### Annual Goal Setting

- Board members are asked to **set their individual give/get goal for the calendar year by January 30th.**
- Goals should be submitted to the President or Executive Director and will be kept confidential unless the member chooses otherwise.
- Progress may be revisited throughout the year as needed, with support provided to help members meet their goals.

### Why It Matters

Board giving is an important signal of leadership and commitment. It strengthens our ability to seek grants and other donations by demonstrating that our leadership is invested in our mission. Just as importantly, it ensures that each Board member is engaged in a way that feels meaningful and appropriate to them.

**PUBLIC WELFARE FOUNDATION**

**1200 U Street, NW  
Washington, DC 20009**

**HOST TERMS OF USE AND WAIVER OF LIABILITY**

I, Kathryn Morris, on behalf of \_\_\_\_\_ [enter name of organization, if any] (the “Organization”), will be hosting and attending an event or otherwise using space in the True Reformer Building, 1200 U Street, N.W., Washington, DC 20009 (the “Building”) on \_\_\_\_\_ [enter dates of event] (the “Event Date”). Our event will use the following space (check all that apply):

- ☐ The Marsh Conference Room
- ☐ True Reformer Hall
- ☐ The Community Room
- ☐ The Media Room
- ☐ The Lankford Auditorium

In consideration of the Public Welfare Foundation (the “Foundation”) permitting the Organization (if any) and me to use space in the Building at no charge, I hereby agree personally and on behalf of the Organization (if any) to the following terms of use of the space and as provided below waive liabilities in connection with use of the space.

1. I will conduct myself and will cause the other members of my party to conduct themselves at all times in an orderly and business-like manner. The Organization, I, and the other members of my party will not use the space in a manner that violates any building code or federal, state, or local law or regulation or that causes damage to the building or any of its contents, other than routine wear and tear.
2. On or before the date of the event in the Building, I will cause each other member of my party to complete and submit to the Foundation the Foundation’s Attendee Terms of Use and Waiver of Liability.
3. If I cause, or if any other member of my party causes, damage to the building or other property of the Foundation beyond routine wear and tear, the Organization (if any) and I agree to reimburse the Foundation for the reasonable cost of repairing or replacing such damaged property.
4. I will ensure that all members of my party using the Foundation’s space are age 18 years or older.
5. I understand the Foundation is not liable to the Organization (if any), me, or any other member of my party for any loss or damage to any of our personal property we might suffer during our use of space in the Building. The Organization (if any) and I waive any claim it or I might have against the Foundation or any of its directors, officers, employees, or agents relating to any loss or damage to any

of our personal property or relating to any personal injury I or any member of my party may suffer while using space in the Building.

6. Music and Decorations. I and my party will not play music at any event held between 8:00 a.m. and 6:00 p.m., Monday through Friday. I and my party may not install decorations, signs, displays, or similar items without the advance approval of the Foundation.
7. I understand the Foundation closes the Building when local Federal government offices are closed due to inclement weather and it follows the Federal government for delayed openings and early closings and will delay opening the building, or close it early, in such cases. I understand the Foundation will have no liability to me or to any member of my party in any such cases.
8. This Host Terms of Use and Waiver of Liability Agreement applies only to use of the Building on the Event Date. I will complete and submit to the Foundation a separate Agreement for use of the Building on other dates.

Agreed To By: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ `kathryn.morris@restorehopeforwomen.org`

Date: \_\_\_\_\_

If an organization will be using the space, please select one of the two sentences below:

☐ The organization has received a grant from the Foundation.

☐ The organization has not received a grant from the Foundation.

**RESTORE HOPE, INC.**

**BOARD MEETING - 2025 2nd Quarter Meeting**

May 09, 2025 8:05pm-9:02pm

Present: Megan Cali, Vice-President; Vickie Casey, Treasurer; Heather Kleinschmidt, Secretary; Kathryn Morris, President; Angelina Ngo, Director; Crystal Lewis, Guest  
Absent: Lana York, Director

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## **MINUTES**

### **General Business**

2025 Annual Meeting Minutes

- Unanimous approval

### **Activity Since Previous Meeting**

#### Programming

- Started monthly food distribution outreaches at Harriet Tubman Women's Shelter in DC
  - Have done 4 so far
  - 394 lunches distributed
  - 8 volunteers, several who have come more than once and some who are volunteering in other ways as well now
- Starting partnership with N Street Village
  - They saw us on social media and reached out to us to partner
  - Did an intro presentation for 16 women
    - 13 stayed to have one-on-one conversation
    - 6 applied for mentorship program with 4 actually enrolling
  - Doing game day on May 19th to kick off monthly events
- Have a project with Passion City Church DC for LOVE DC in June
  - Working on adding to/updating the DC resource database

#### Administrative

- Have started migrating to a new database software
- Group organized and inventoried storage unit in DC



## Financial Update

- Current Net Worth: \$8,817

## Budget and Fundraising

- Moving to a new budget format with line items broken down by program
  - This will help with fundraising and grants
- Planning to request funds from places like Costco, Walmart, Bank of America, and local DC foundations
- Planning a couple of fundraising events
  - Peer to peer challenge
    - Can be done pretty much any time
  - Trivia Night
    - Volunteer may be able to get us access to restaurant's rooftop area
    - Extra prize donations can be a silent auction
    - Planning something like charcuterie for food
      - Trader Joe's does great donations for this per Megan C.
  - May also consider something like dine to donate at Panera
- Going to implement a give or get policy for the Board
  - No specific amount set, each member will decide what is meaningful to them
  - This is important because funders like to see Board involvement
  - Will have a way that donors can indicate they were referred by a Board member
  - Kathryn M. discloses her 2025 give or get goal is \$2,000
- Expenses in the updated budget are based on what has already been spent, reasonable expectation of recurring liabilities, and continued programming
- Going to go back to Quickbooks for budget tracking and reporting at some point this year
- In updated budget operations (admin and fundraising) is just under 20% of total and programming is just over 80%
  - Did not include specific in kind amounts
- Megan C. moves to approve new budget
  - Unanimous approval

## Website Update

- Volunteer Crystal Lewis (guest) has offered to update our website
  - Considered a couple of themes that were sent via email and chose the "Revive Charity" theme to move forward

## Copyright Issue

- Restore Hope has been notified of a copyright issue with a photo on our website that is apparently owned by AP
  - The photo was removed from the website and our server as soon as we were notified
  - We are being asked to pay \$250 to resolve the issue
- The issue is being handled by a third party called PicRights
  - Looks fishy but is legal - basically AI trolling the web for obscure violations
  - Not a high chance it goes to court but it is possible
  - They don't have the copyright registered yet which limits damages
    - The license would be \$500 so that is likely the max damages but cannot say for sure
  - AP does say on their website that they use PicRights
  - There is a release that says once you pay the issue is resolved
- Have reviewed website and social media and removed any images we are not 100% sure the source of
- Will make an attempt to negotiate a lower fee
  - Current fee is approximately 10% of last year's revenue
  - If cannot get lower fee, will pay the requested amount

## Volunteer Background Checks

- Restore Hope will be doing background checks for volunteer mentors
  - Checks not needed for one time event volunteers who are working with staff present
- Will be using a service called SafeScreener
  - Offers multiple levels of background checks
  - Most basic checks are \$9, level 2 is \$18
    - Level 2 adds a county check for their current address
    - There are additional levels but we do not currently need that much detail
    - County checks in new york require an extra fee because they have their own database that they charge to search
      - Can request these to not be run
    - Other organization we considered using only has 1 screening package for \$25
  - Can have a setup where volunteers can choose to donate the cost of their background screening
    - May eventually want to set it up so they have to pay but we aren't there right now
    - New budget included considering a number of level 2 screenings

- Decided we will use the Level 2 screening for now with option for volunteer to pay if they choose

## **Board Recruitment**

- Most Restore Hope officers are reaching the end of their term limits in January 2026
- Crystal L. and other DC volunteers are potential new Board members
- Considering adding a spot for a community representative
  - Nichelle B. is a possibility, she is currently a mentorship participant
  - Could also form an advisory committee
- Ideal Board members would have entrepreneurial mindset
- Washington Lawyers Committee and Volunteer Match are potential sources for finding new members

## **Fundraising revisited**

- Kathryn M. is working on a fundraising letter to recruit new donors
  - Will be 2 versions, one asking for monthly donors and one asking for one time donations

## **Action Items**

- Board members to sign annual conflict of interest policy
  - Signature Request will come from BoldSign
- Email PicRights to negotiate lower fee