

**Simon's Heart  
Board of Directors Meeting Minutes**

Date: March 19, 2025  
Time: 6:33 PM  
Location: Virtual Meeting

**I. Call to Order**

The meeting was called to order at 6:33 PM by Nancy Hunter.

**II. Roll Call / Attendance**

Directors Present: Darren Sudman, Phyllis Sudman, Brian Brick, Scott Brucker, Rayna Jones, Annie Kelly, Jessica Cook, Jeff Krawitz, Mitch Bednoff

Directors Absent: Raj Kapur, Dom Folino

Others Present: None

**III. Approval of Prior Minutes**

A motion was made to approve the minutes from the previous Board meeting.

Motion: Approve prior meeting minutes

Moved by: *Not recorded*

Seconded by: *Not recorded*

Vote: Approved

**IV. Reports & Strategic Discussion**

**A. Executive Leadership Update**

The Board discussed executive leadership and operational updates, including:

- A decision to defer hiring a new Executive Director until completion of the strategic plan.
- Confirmation that Jen's last day was March 7, 2025
- Darren Sudman assuming interim leadership responsibilities
- Issuance of stay bonuses to Lexi and Catherine to ensure operational continuity through the golf outing.
- Restructuring of the golf outing to remove pickleball and dinner components due to financial feasibility; a separate pickleball event may be considered in the future

**B. Committee Reports**

Governance Committee

Members: Darren Sudman, Rayna Jones, Jessica Cook, Scott Brucker

The committee reported substantial progress on governance documentation, including:

- Updated governance documents
- A proposed board rotation schedule
- Revised committee structures

Key governance proposals included:

- Establishing three classes of board members: Founders, Chief Medical Officer, and Elected Directors
- Implementing staggered board terms to promote continuity and avoid simultaneous director turnover

#### Strategic Planning Committee

Members: Jeff Krawitz, Darren Sudman, Samantha Krause, Justin Will, Dom Folino, Elwin Thay, Bonnie Rothenstein

The committee reported that:

- A working session was conducted with Jen to review programs, organizational impact, and operations
- A follow-up meeting is scheduled to gather feedback from Lexi and Catherine
- The target is to complete the strategic plan by May 2025

#### V. Unfinished Business

##### A. Governance Document Approval

Motion: Approve updates to governance documents

Moved by: Scott Brucker

Seconded by: *Not recorded*

Vote: Approved

##### B. Board Rotation Schedule

Motion: Approve the new board rotation schedule

Moved by: Mitch Bednoff

Seconded by: Brian Brick

Vote: Approved

#### VI. New Business

##### A. Soirée Review & Financial Summary

The Board reviewed financial performance and key learnings from the Soirée:

- Revenue: Approximately \$420,000
- Expenses: Approximately \$220,000–\$230,000
- Net: Approximately \$200,000

Key observations included:

- Venue and related costs exceeded expectations
- Sound system was effective but represented a significant cost (approximately \$34,000)
- Attendance was lower than in prior years
- Opportunities exist to reduce costs in future event planning

#### B. Sponsorship & Thank-You Follow-Ups

The Board discussed sponsor and attendee stewardship following the Soirée:

- The need to distribute thank-you notes to attendees and sponsors was affirmed
- Jessica Cook volunteered to draft handwritten notes, consistent with prior years
- Darren Sudman and Lexi will coordinate outreach assignments and follow-up

Meeting Adjourned

Recorded by Brian Brick