



**Community
Foundation**
of the
Dan River Region

MINUTES

The Community Foundation Distribution Committee May 7, 2025

Present: Danielle Montague, Cathy Pulliam, Richard Dixon via Teams, Sandy Saunders, Jerry Williams, Elizabeth Hurt, Tiffany Hairston, Cookie Edmunds, Angeles Atkinson, Vince Kania, Dan Hayes, Emily Tomlinson and Traci Petty

Not Present: Cookie Edmunds

Danielle Montague, Chairperson, called the meeting to order at 3:06 pm. Ms. Montague welcomed everyone.

March 14, 2025, Distribution Committee Minutes – Ms. Montague presented the minutes from the March 14, 2025, Distribution Committee meeting. The minutes were approved on a Pulliam/Saunders motion with a unanimous vote.

June Distribution Report – Ms. Montague asked the committee if they had reviewed the draft of the Distribution Report for the June Board Meeting. She explained that the Distribution Report for June is not complete because we do not have all the Donor Advised recommendations back yet so this will not be a report recommendation to the Board from the Distribution Committee.

Updates to Scholarships – Traci Petty told the committee that there were six new scholarships this year—Pamela Parrish, John and Juanita Fulton, Cruising to a Better Future, The Brother Joe Carey, Addison Singh, and Virginia Ann Garmon. There were a total of 309 submitted applications and 160 drafts that were not submitted. 79 applications were removed from the process during the administrative review and 230 moved on to the second round of review. We had 166 scholarships to award, but Walter and Barbara Bass only had one applicant who qualified. The one student received all the funding for their fund this year. We ended the cycle with 165 scholarships awarded to 152 students for a total amount of \$369,584. Last year the preliminary numbers before adjustments for student changes, we awarded \$341,000 to 147 students. There were 78 qualified students who were turned away and that is on par with the past two years, 85 in 2023 and 79 in 2024. She gave a run through of the scholarship process and how awards are determined.

Conflicts of Interest – Ms. Montague reminded everyone to recuse themselves from discussion and voting about a student or fund if they have a conflict of interest.

Scholarships for Approval – Traci Petty presented the slate of scholarships to the committee and opened the floor for discussion and questions. The slate of scholarships was approved on an Atkinson/Hurt motion with a unanimous vote.

Distribution Process Review and Discussion –

Grant and Scholarship Rubrics –

Traci Petty provided amended grant and scholarship rubrics to the committee for review based on the discussions held at the March meeting. The committee unanimously accepted the grant rubric and approved the use of it in the upcoming 2025-2026 Competitive Grant Cycle. Changes were made to simplify the grading process and break the questions into single questions with each having a score, instead of grouped questions with a grouped score. The consensus was that the changes would make scoring less confusing.

The scholarship rubric was reviewed, and questions remained so it was tabled. Traci Petty will develop further information and engage in an email discussion with committee members to create a final version for the committee to review at the next meeting.

A homeschool transcript template that has been utilized in the past by The Foundation was presented to the committee for approval to implement it once again. Discussion around the transcript template was positive apart from concerns as to whether it was necessary to have a notary witness the signature of the overseer for the homeschool student. Concerns were expressed that this was not necessary, and they felt it penalized students who were not attending a regular high school. The committee members majority wanted to keep it, so it remains a part of the template.

Traci Petty explained to the committee that the Dan River Nonprofit Network had asked if we could add something to our Competitive Grant Cycle Application to remind organizations of the local resources that are available to them. The committee discussed it and decided that a page on our website featuring resources would be appropriate, but not our application.

Competitive Grant Cycle Application Structure –

Traci Petty reviewed a list of topics discussed in the March meeting.

The committee said yes to the Competitive Grant Cycle being divided into percentages for the categories. The committee said yes to adding Halifax to the Competitive Grant Cycle in an amount of \$50,000 of unrestricted money, with the Fund for Halifax and South Boston Medical Fund being integrated into the funds to pay out through CGC. The committee would like to invite the Fund for Halifax County Advisory Committee to continue to review the Halifax applications and make recommendations to the Distribution Committee.

The total amount of money, subject to change, available for the Competitive Grant Cycle is \$1,001,025, not including any funds that our Donor Advised Funds may commit to the process.

Animal Services would receive 5% - \$50,051.25, Arts and Culture would receive 10% - \$100,102, Community Development would receive 15% - \$150,154, Education and Youth would receive 25% - \$250,256, Emergency Services would receive 5% - \$50,051, Health and Wellness would receive 15% - \$150,154 and Human Services would receive 25% - \$250,256.

The committee chose to wait to discuss utilizing unrestricted funding to bridge gaps between what donors have established funds to support and what the community's needs are because of the current shifts in Federal funding and not fully knowing what the future looks like for funding and services available in the community.

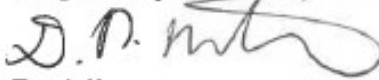
Marshall Family Fund Structure –

The committee had discussed the Marshall Family Fund application process in the March meeting and came back to the May meeting with questions. The questions posed to the committee were how the application process would work and if the applicants would be removed from the Competitive Grant Cycle. The discussion led the committee to lean toward the options of allowing the applicants to file two applications per cycle and not file an application in the Competitive Grant Cycle. It was discussed that we might develop guidelines for future multi-year projects as the money amount climbs. They tabled the discussion until the September meeting to work out the details.

Next Meeting – Traci Petty reminded that the next Distribution Committee Meeting scheduled for Wednesday, September 17, 2025, at 3:00 pm.

There being no further business, the Chair, on a Pulliam/Hairston motion, declared the meeting adjourned at 5:00 pm.

Respectfully submitted,



Danielle Montague

Distribution Committee Chairperson