



November 10, 2022 Meeting Minutes

Attending: Jamie Henderson, Dennis Gendron, Evan Diel, Matt Tratow, Dave Phillips, Josh Rasmusson, Scott Soifer

3:47 – Call to Order and Welcome

Consent Agenda

1. Approval of Minutes
2. Committee Reports – Recap

Motion to Approve the Consent Agenda: Dennis Gendron 2nd: Matt Tratow All in favor. Motion Approved

Active Agenda

1. Resolution of signing authority was presented to the Board of Directors and adopted. This resolution documents who has authority to sign documents on behalf of the organization.
2. Board Give reminders. Jamie Henderson offered a reminder that board members are reminded that part of the responsibility of board membership is to give a donation that is meaningful to them.
3. Maher Estate updates:

Dennis Gendron. Finance committee agreed that we will accept the remaining balance of the estate with the only remaining assets being the stock in the real estate. We are still working with the owner to establish fair market value.

4. Plaid Swan:

Betsy and Vicki:

2 programs: Market Sponsor and Marketing Committee

2023 we will be focusing on Cedar Rapids and Dubuque markets. We identified the \$150,000 based on the size to the market and what companies are currently sponsoring at that level.

Advertising:

Vicki presented that from the beginning of our partnership that our story is not out there. The advertising plan is based on getting our story out to the public. We need to get out in front of people to become top of mind.

Adjourn

Chief Executive Officer's Report

Shannon Greene, January 2023

Happy 2023!

Our team is excited about the new year. We are fully staffed (knock on wood) with both our Family Room Manager and Development Coordinator positions filled. We have a great part-time staff who work together to ensure shifts are covered at all three locations. We had staff who went out of their way to make sure they could work their shifts during the Christmas week blizzard, some even staying in town the night before to make sure they could be there for our families.

RMH Operations:

- No changes to COVID protocols—masking still required in common areas.
- Our new Family Room Manager, Constance Mithelman, started on December 12th. She will have oversight of both Family Room locations. She will be working M-W-F at St. Luke's, and T-TR at UISFCH.

RMH Census

Month	Average Occupancy	# Guest Families	# Family Nights	Avg. Length of Stay
January	36.45%	55	308	5.60
February	51.50%	73	430	5.89
March	73.31%	87	695	7.99
April	81.32%	81	753	9.30
May	90.86%	78	805	10.32
June	83.87%	89	702	7.89
July	94.35%	70	819	11.70
August	92.26%	77	799	10.38
September	93.44%	74	769	10.39
October	93.08%	74	807	10.91
November	92.10%	67	769	11.48
December	97.68%	46	842	18.30
Year Totals	82.0%	871	8498	10.01

House Snapshot—fun facts from a random day at RMH (1/6/23)

- ♥ The families staying with us today come from Iowa, Illinois, and Kansas.
- ♥ Heather met with McDonald's owner/operators in Moline and Princeton, IL to pick up Giving Tree and drop off Give A Little Love materials.
- ♥ An Ankeny family with twins in the NICU and has been staying with us at the House for 119 nights. Today they got to bring one of the twins from the hospital to the House where he met his grandma and grandpa for the first time.
- ♥ Daniel Neumann of Karpinske/Newmann McDonald's visited RMH for a tour and to drop off Giving Tree items. They are very interested in volunteering at the Red Shoe Run and bringing a few groups to prepare meals once the kitchen reopens.
- ♥ A family from Des Moines get to bring their baby home today after spending 72 nights here at RMH.

Ronald McDonald House Facilities

- Kitchen Project Updates: commercial kitchen flooring installation has begun, commercial dishwasher to be installed next week, new doors installed, appliance installation starting week of January 16th, bottle filler station installed, and final cleanings have been scheduled. Project Manager expects project to be complete no later than February 1st.
- Guest room furniture installation complete. Lots of positive comments from families.

Ronald McDonald Family Room at UI Stead Family Children's Hospital

After consulting with the hospital, we were poised to reopen the Sleep Room and allow families back into the Family Room to prepare meals. Once the RSV and influenza season hit, hospital restrictions tightened up, and our plans on our hold. We will keep in communication with UISFCH and reevaluate with them in the spring.

2022 Data

UISFCH	Total Visits	Average Daily Visits	New Registrations	New Patients/ Families Served
Jan.	634	20	91	65
Feb.	556	20	113	48
March	502	17	101	52
April	409	14	97	45
May	484	16	111	77
June	252	15	90	58
July	372	12	100	66
August	649	21	95	67
September	731	24	102	67
October	980	32	145	93
November	1042	35	156	106
December	909	29	149	93
Totals 2022	7520	21.25	1350	837

UISFCH Food Pantry Data

Data below refers to number of individual snack items distributed in each pantry location throughout the year. RMH manages the ordering, stocking, and tracking of the food pantries.

Location	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Unit Total
PICU	445	419	459	365	656	728	474	728	882	822	909	973	7860
PeriOp 5	204	290	377	350	274	480	381	415	353	324	374	337	4159
NICU 4-5	111	175	223	187	162	243	307	413	117	180	203	265	2586
MED/SURG	517	585	886	675	719	982	670	869	954	786	952	809	9404
CARDIO/PULM	478	687	666	452	510	709	594	677	840	700	859	669	7841
ONC	264	287	471	271	233	334	268	337	326	489	541	425	4246
NICU 1-3	427	306	220	164	212	298	353	263	419	239	282	246	3429
2022 Totals	2446	2749	3302	2464	2766	3774	3047	3702	3891	3540	4120	3724	39,525

Ronald McDonald Family Room at UnityPoint Health-St. Luke's

Services remain the same. The three sleep rooms are open and in use; two families at a time may enter and eat inside the Family Room, and staff prepare daily to-go orders for pick up.

Unity Point-St. Luke's	Total Visits	Average Daily Visits	New Registrations	New Patients/Families Served	Sleep Room Nights Provided
Jan.	655	21	115	68	26
Feb.	612	22	106	69	52
March	838	27	140	74	70
April	811	27	95	56	49
May	712	23	88	53	64
June	297	10	70	44	18
July	427	14	96	52	7
August	743	24	155	85	40
September	888	30	140	76	58
October	833	27	177	89	44
Totals 2022	5807	21	1024	569	346

Finance

- 2022 audit has been scheduled for April 17th. Pre-work assignments will begin 2-3 weeks prior. Auditors will be joining the next Finance Committee meeting to walk through this year's process.
- Maher Estate is settled. We received a final distribution of \$845,330.09 on 12/29/22. Funds were deposited into our Operating Reserves Fund with CRBT. Total estate received was \$1,845,330.09.

Fundraising and Marketing

Events

- Mark your calendars
 - February 28, 2023- VIP reception for the Final Refresh Reveal at RMH
 - March 2, 2023-Public Ribbon Cutting for the Final Refresh at RMH
 - April 22-23, 2023 - Piano Celebration at Coral Ridge Mall in Coralville
 - May 7, 2023 – Red Shoe Run and Walk and Alumni Family Reunion and Lower City Park in Iowa City
 - June 5, 2023 – Fore the Families Golf Outing at Finkbine Golf Course
 - August TBD – Cedar Rapids Bubble Walk

RMHC-EIWI Facilities Committee Meeting Agenda and Notes

11/17/2022

Attendance: Hanna Zevenbergen, Matt Traetow, Brian Harry, Michael Eye, Brian Klinger, Ben Logsdon

- I. **HCIS – Information Technology Transition**
 - a. IP Pathways and Wolf Technologies remain as potential vendors
 - i. Meetings scheduled with U of Iowa and vendors to discuss quotes
 1. [Hanna to invite Ben to meetings](#)
- II. **Kitchen Remodel**
 - a. Cabinets, flooring, lights, paint all finalized in kitchen
 - b. Remaining guest rooms received insulation
 - c. Project continues to progress
- III. **Furniture Project**
 - a. Finishing major install this week 11/18
 - b. Will need to coordinate install for 206/208/211
 - i. Hawkeye moving to hold furniture in the meantime
- IV. **Playground**
 - a. Measured for a sport court

RMHC-EIWI Facilities Committee Meeting Agenda and Notes

12/15/2022

Attendance: Michael Eye, Hanna Zevenbergen, Ben Logsdon, Matt Traetow

- I. **HCIS – Information Technology Transition**
 - a. IP Pathways and Wolf Technologies remain as potential vendors
- II. **Kitchen Remodel**
 - a. Projected opening pushed beyond 02/01/2023
 - b. Waiting on appliances, final touch ups
- III. **Furniture Project**
 - a. Will need to coordinate install for 206/208/211
 - i. Hawkeye moving to hold furniture in the meantime
 - b. Hanna to follow-up with Michael regarding any furniture needs for the Great Room.
- IV. **Playground/Sport Court**
 - a. Shannon to follow-up with Matt regarding sport court.

Join us for some fun!

Events are an important part of our outreach. They are as much about friend-raising as they are about fundraising, and our board plays an important role in making them a success. We know that you won't be able to make every event but hope you will do your best. Even if you can't attend to volunteer or participate, your willingness to encourage your friends, family, and colleagues join us helps our events grow and prosper. **YOU** are one of our greatest ambassadors!

More information on how to volunteer or participate and registration details are available at: RMHC-EIWI.org/events.

Annual Events:

Piano Celebration – Coral Ridge Mall in Coralville, IA **NEW LOCATION



Last non-Easter weekend in April

April 22 & 23, 2023

Piano students in the Corridor raise money for RMHC-EIWI for the opportunity to showcase their talents at North Park Mall. We partner with area piano teachers and West Music to make this a fun weekend of music.

Board members can volunteer to help at the event, or if you play an instrument you can participate!

Red Shoe Run – Lower City Park, Iowa City



1st Sunday in May

May 7, 2023

Older than the house, the Red Shoe Run is the flagship event for RMHC-EIWI. A 5k fun run/walk, this event brings community members, alumni families, volunteers, and families together to raise money and awareness for RMHC-EIWI. In conjunction with the Red Shoe Run is the annual Alumni Family Reunion with a BBQ, games, and community open to all alumni families.

Board members are encouraged to volunteer or participate in the event. Get your friends and family to form a team and join us. Share it on your social media pages and talk to people you know about sponsoring the event or signing up!

Fore the Families Golf Outing— Finkbine Golf Course, Iowa City



1st Monday in June

June 5, 2023

Co-hosted by the Iowa City Noon Rotary, this much-loved golf outing sells out each year and brings together participants from local Rotaries, McDonald's Owners and vendors, Alumni Families, volunteers, and supporters. It is a shotgun start golf outing with games, competitions, food, and fun.

Board members are encouraged to put together a foursome and golf or volunteer to help the day of the event. Help us get new sponsors for the event or bring in new foursome teams by making introductions for us and encouraging businesses and people you know to participate.

Bubble Walk Cedar Rapids— St. Luke's Hospital Cedar Rapids, IA



Summer—August 2023 (date TBD)

Our newest event, the family-friendly Bubble Walk is an easy one-mile walk through the picturesque Coe College Campus in Cedar Rapids. It starts and ends at St. Luke's Hospital Women and Children's Health Center. This day is filled with bubble art, giant bubbles, a bubble tunnel, sidewalk games, obstacle courses, and a scavenger hunt.

Board members can bring their families to participate or sign up to help us out the day of the event.



Ronald McDonald
House Charities®
Eastern Iowa & Western Illinois

Mission Statement

Ronald McDonald House Charities of Eastern Iowa and Western Illinois is committed to providing services that directly improve the health and well-being of children, while offering a community of comfort and support for families seeking medical care for a child.

Vision Statement

We Lead with compassion. **We focus** on the needs of caregivers. **We believe** when families are together, they cope better, and no family should have to navigate their child's medical journey alone.

Values

We are **ACCOUNTABLE AND TRANSPARENT** - leading with honesty and integrity.

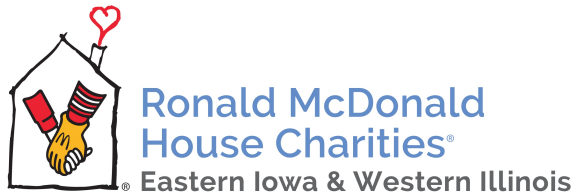
We are **ACCEPTING** of all - valuing diversity, equity, and inclusion.

We are **COMPASSIONATE** - treating our guests, staff and volunteers with kindness and grace.

We believe in **COMMUNITY** - partnering with and respecting our neighbors and stakeholders.

We are **RESPONSIBLE** - taking seriously our commitment to use gifts and resources effectively and believing in the importance of expressing our gratitude with supporters.

We **GROW** leaders - supporting opportunities for our staff to grow and empowering them to be their best selves.



**BYLAWS OF
RONALD McDONALD HOUSE CHARITIES (RMHC)
OF EASTERN IOWA & WESTERN ILLINOIS, INC.**

ARTICLE I

OFFICES

Section 1.1. Principal offices. The principal office of the corporation shall be 730 Hawkins Drive, Iowa City, Iowa 52246.

Section 1.2. Registered Office. The registered office of the corporation shall be 730 Hawkins Drive, Iowa City, Iowa 52246.

ARTICLE II

PURPOSES

Section 2.1. The purposes and objects for which the Corporation is organized and the powers of the Corporation shall be:

2.1.1. To operate exclusively for charitable, religious, educational and scientific purposes, including, for such purposes, the making of distributions to other Section 501(c)(3) organizations as a nonprofit corporation within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, or corresponding provisions of any subsequent federal tax law, with all of its activities so conducted;

2.1.2. To establish, maintain, operate and support either directly, through subsidiary organizations, or in cooperation with other organizations, such activities, facilities and programs as a nonprofit corporation within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986 and its regulations as they now exist or as amended from time to time; and

2.1.3. To possess and exercise all of the rights, powers and privileges now or hereafter conferred upon nonprofit corporations by the Iowa Revised Nonprofit Corporation Act, Chapter 504 of the Code of Iowa (2013), as amended from time to time.

ARTICLE III

LIMITATIONS AND CONDITIONS

Section 3.1. The Corporation shall be subject to the following limitations and conditions:

3.1.1. The Corporation shall be operated exclusively for those purposes allowed an exempt organization under Section 501(c)(3) of the Internal Revenue Code of 1986 and its regulations as they now exist or the corresponding provisions of any future United States Internal Revenue Tax Law;

3.1.2. No part of the net earnings of the Corporation shall inure to the benefit of, or be distributable to, its directors, officers or other private persons, except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered;

3.1.3. No substantial part of the activities of the Corporation shall be the carrying on of propaganda or otherwise attempting to influence legislation, and the Corporation shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office;

3.1.4. Notwithstanding any other provisions of these Articles, the Corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provisions of any future United States Internal Revenue law or (b) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1986 or the corresponding provisions of any future United States Internal Revenue law; and

3.1.5. If at any time this Corporation is dissolved or liquidated, wholly or partially, all of the assets of the Corporation remaining after payment of all liabilities and obligations shall be disposed of exclusively for the purposes of the Corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, religious, educational or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provisions of any future United States Internal Revenue law), or to a local, state or Federal Government to be used exclusively for public purposes, as the Board of Directors shall determine.

ARTICLE IV

BOARD OF DIRECTORS

Section 4.1. General Powers. The property, business and affairs of the

Corporation shall be managed under the direction of the Board of Directors (the "Board"). The Board shall have full power, authority, responsibilities and obligations given the Board of Directors of a nonprofit corporation under the laws of the State of Iowa, provided, however, that the following actions shall not be authorized or implemented until approved by the Member:

4.1.1. the interpretation of or any change in a statement of mission, philosophy, role, or purpose of the Corporation or any affiliate;

4.1.2. the adoption of amendments to the Articles of Incorporation, Bylaws or other governing documents of the Corporation or any affiliate;

4.1.3. the merger, dissolution, consolidation or reorganization of the Corporation or any affiliate;

4.1.4. the formation or restructuring of affiliates;

4.1.5. the acquisition, sale, lease, transfer, encumbrance, or other alienation of property of the Corporation or any affiliate, other than in the usual and regular course, when such acquisition, sale lease, transfer, encumbrance, or other alienation is above specified financial levels set in accordance with policies established by the Member;

4.1.6. the adoption or authorization of annual capital and operating budgets of the Corporation or any affiliate or the making of non-budgeted expenditures (including donations, contributions, grants or gifts) in excess of financial levels set in accordance with policies established by the Member;

4.1.7. the incurrence of debt or the guarantee of the debt of another by the Corporation or an affiliate which is in excess of such limits as are established by the Member;

4.1.8. the adoption of a plan of distribution or disposition of the assets of the Corporation or any affiliate at the time of its dissolution;

4.1.9. the adoption or approval of strategic and long-range financial plans for the Corporation or any affiliate;

4.1.10. the adoption of an internal auditing program for the Corporation or any affiliate;

4.1.11. the adoption of or amendment to any grant making policy, procedure or practice which provides for the approval or making of grants and

gifts under terms which vary from any financial control policy or other policy of the Member; and

4.1.12. any action which is reserved as the right and power of the Member in the Articles of Incorporation or these Bylaws.

For purposes of these Bylaws, an affiliate means any corporation, association, partnership, trust, joint venture or other entity directly or indirectly controlled by the Corporation, either through the ability to elect, appoint or approve the appointment of a majority of the members of the board or other governing body of the entity or through the ability to elect, appoint or approve the appointment of a majority of the corporate members thereof.

Section 4.2. Number. The number of Directors of the corporation shall be between three (3) and seventeen (17). The number of Directors, within the limits prescribed, shall be determined annually by the Executive Committee. Any Director may be removed from office at any time, with or without cause, upon a vote of two-thirds (2/3) of the other Directors then in office, at a general or special meeting called for such removal purpose.

Section 4.3. Appointment, Tenure and Qualification. The term of all Directors shall be three (3) years. A Director currently serving as President may serve one additional three-year term. Directors may serve two (2) consecutive three (3) year terms. A director having served two (2) consecutive three (3) year terms may be eligible for nomination to the Board of Directors after a one-year absence from membership on the Board of Directors.

Terms shall be staggered. The length of term for the Board of Directors constituted May 14, 1996, will be staggered one, two and three year terms, as determined by the drawing of lots. A Director elected May 14, 1996, shall be eligible for re-election to two (2) three (3) year terms.

Appointment to the Board of Directors is a privilege which shall be extended only to Citizens of the United States who have attained the age of eighteen (18) years and whose background, experience, community reputation and abilities would significantly contribute to their fulfillment of the Board of Directors responsibilities as the governing board of the Corporation. Directors need not be residents of the State of Iowa. Appointment to the Board of Directors shall not be denied solely on the basis of race, color, sex, creed or national origin.

Members of the Board of Directors may be selected from one or more of the following categories of individuals:

1. McDonald's Corporation owners, operators, employees or representatives.
2. Professional, medical, or administrative staff members

employed by hospitals located in the geographic region served by RMHC.

3. Parents, guardians, or immediate family members of current or former House guests and/or current, active volunteers for RMHC.
4. Community members- at-large interested in furthering the goals and purposes of the corporation, irrespective of where they are employed.
5. The Executive Committee shall have the power to appoint advisory members to the Board of Directors. Such advisory members shall not have the power to vote on any matter and shall not be part of any closed session as determined by the Executive Committee.

Section 4.4. Stewardship. Individuals serving as directors are expected to demonstrate stewardship for the corporation through furthering the goals and purposes of the corporation and its Committees. Expectations for responsible stewardship include advocacy, timely review of Board and Committee materials, participation in RMHC events, financial and in-kind support, and regular attendance and participation at Board and Committee meetings.

Board Members are expected to participate on at least one (1) Committee.

Prior notification to the RMHC Chief Executive Officer, Board President, or Committee Chair regarding the inability to attend a scheduled meeting is expected courtesy and will be deemed an excused absence. A failure to notify as described above will be deemed an unexcused absence. Three consecutive unexcused absences from meetings of the Board and/ or Committees shall constitute automatic cause for removal from membership on the Board. This requirement may be waived by the Board for good cause.

Section 4.5. Annual Meeting. An annual meeting of the Board of Directors shall be held each year at such time and place as determined by the Board of Directors. Such meeting may, by vote of the board members present, be adjourned to any subsequent date.

Section 4.6. Regular Meetings. The Board of Directors may provide, by resolution, the time and place, either within or without the State of Iowa, for the holding of additional regular meetings without other notice than such resolution.

Section 4.7. Special Meetings. Special meetings of the Board of Directors may be called by or at the request of the President or any two (2) directors. The person or persons authorized to call special meetings of the Board of Directors may fix any place, either within or without the State of Iowa, as the place for holding any special meeting of the Board of Directors.

Section 4.8. Notice. Notice of any special meeting shall be given at least

twenty-four (24) hours previous thereto by written or oral notice delivered or telephoned to each director at his or her business address. A record of the delivery of notice shall be made at the meeting for which the notice was given. Alternatively, notice may be given by mail, posted at least two (2) days previous to the meeting, addressed to each director's business address and with postage prepaid. Any director may serve notice of any meeting and the attendance of a director at a meeting shall constitute his waiver of notice thereof. Neither the business to be transacted at any meeting, nor the purpose thereof, need be specified in the notice or waiver of notice of such meeting.

Section 4.9. Quorum. A majority of the members of the Board shall constitute a quorum for the transaction of business. After a quorum has been established at a meeting of the Board, the subsequent withdrawal of Directors from the meeting so as to reduce the number of Directors present to fewer than the number required for a quorum shall not affect the validity of any action taken by the Board at the meeting or any adjournment thereof so long as at least one-third (1/3) of the Directors in office are present when any such action is taken. However, the President may but is not required to, adjourn any meeting where the number of Directors present falls below a quorum.

Section 4.10. Manner of Acting. Each Director shall be entitled to one vote on each matter presented to the Board. Except as otherwise required by law or these Bylaws, the act of a majority of the Directors present at a meeting at which a quorum is present, shall be the act of the Board.

Section 4.11. Proxies. Proxy voting is prohibited. A Director unable to attend a meeting of the Board of Directors may participate via conference call or convey in writing to the Board of Directors a position on an issue that may come before the Board; however, votes of record will be confined to those directors actually participating (in attendance or by conference call) in the meeting.

Section 4.12. Presumption of Assent. A director of the Corporation who is present at a meeting of the Board of Directors at which action on any matter is taken shall be presumed to have assented to the action taken unless his dissent shall be entered in the minutes of the meeting or unless he shall file his written dissent to such action with the person acting as the Secretary of the meeting before the adjournment thereof or shall forward such dissent by registered mail to the Secretary of the Corporation immediately after the adjournment of the meeting. Such right to dissent shall not apply to a director who voted in favor of such action.

Section 4.13. Informal Action by Directors. Any action required to be taken at a meeting of the directors, or any other action which may be taken at a meeting of the directors, may be taken without a meeting if a consent in writing, setting forth the action so taken, shall be signed by all of the directors entitled to vote with respect to the subject matter thereof.

Section 4.14. Committees. The Board of Directors may appoint such committees as it deems desirable to assist it in its duties, which committees may,

in the discretion of the Board of Directors, contain members who are not members of the Board of Directors.

Section 4.15. Indemnification. This Corporation shall indemnify any present or former director, officer, employee, or volunteer of the Corporation, and each such person who is serving or who has served, at the request of this Corporation, as a director, officer, partner, trustee, employee or agent of another corporation, partnership, joint venture, trust or other enterprise or employee benefit plan to the fullest extent possible against expense, including attorneys' fees, judgments, fines, settlements and reasonable expenses, actually incurred by such person relating to his conduct as a director, officer, employee, or volunteer of this Corporation or as a director, officer, partner, trustee, employee or agent of another corporation, partnership, joint venture, trust, other enterprise or employee benefit plan, except that the mandatory indemnification required by this sentence shall not apply:

1. to a breach of the duty of loyalty to the Corporation;
2. for acts or omissions in good faith or which involve intentional misconduct or knowing violation of the law; or
3. for a transaction from which such person derived an improper personal benefit.

Section 4.16. Personal Liability. A Director or Officer, of this corporation is not liable on the corporation's debts nor obligations; a Director, Officer, or other volunteer is not personally liable in any capacity, for a claim based upon an act or omission of the person performed in the discharge of the person's duties, except for a breach of the duty of loyalty to the corporation, for acts or omissions not in good faith or which involve intentional misconduct or knowing violation of the law, or for a transaction from which the person derives an improper personal benefit.

Section 4.17. Compensation. Each Director may be reimbursed for actual expenditures reasonably incurred in connection with business of the corporation. No Director shall be entitled to any salary or other compensation from Directorship services.

Section 4.18. Conflict of Interest. Avoidance of and declaration of Conflict of Interest is required. Any Board member shall abstain from voting upon any issue involving any other entity or individual in which or with whom the Officer or Director (or his/her family members) may be involved financially, or otherwise interested in.

Section 4.19. Informal Action by Directors. Any action required to be taken at a meeting of the Directors, or any action which may be taken at a meeting of Directors, may be taken without a meeting if a consent in writing setting for the action so taken, shall be signed by all of the Directors.

ARTICLE V

OFFICERS

Section 5.1. Number. The Officers of the corporation shall be President, Past President, Vice President, Secretary, Treasurer and such other officers as may be determined and prescribed by the Board of Directors.

Section 5.2. Election and Term of Office. The Officers of the corporation shall be elected by the Board of Directors at the Annual Meeting. The term of the President and Vice President is two years; the term of the Past President, Treasurer, and Secretary is one year.

Section 5.3. Removal. Any Officer may be removed by a majority vote of Directors present at any regular meeting or special meeting called for such purpose.

Section 5.4. Vacancies. A vacancy in any office may be filled by the Board of Directors for the unexpired portion of the term.

Section 5.5. President. The President shall be the principal executive officer of the corporation, and subject to the control of the Board of Directors of the corporation. The President shall, when present, preside at all meetings of the Board of Directors. He or she may sign, with the Secretary or any other proper officer of the Corporation thereunto authorized by the Board of Directors, any deeds, mortgages, bonds, contracts, or other instruments which the Board of Directors has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors or by these Bylaws to some other officer or agent of the Corporation; or shall be required by law to be otherwise signed or executed; and in general shall perform all duties incident to the office of President and such other duties as may be prescribed by the Board of Directors from time to time.

Section 5.6. Past President. Following the term as President, the President will serve a one-year term as Past President. The Past President will serve as advisor to the President, a member of the Executive Committee, and a member of the Board of Directors.

Section 5.7. Vice President. In the absence of the President, or the inability or refusal of the President to act, the Vice President shall perform the duties of the President, and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The Vice President shall perform, from time to time, duties as assigned by the President or by the Board of Directors.

Section 5.8. Treasurer. The Treasurer shall have charge and be responsible for all funds of the corporation, receive and give receipts for moneys due and payable to the corporation, deposit all such moneys in the name of the

corporation in such depositories as shall be selected in accordance with Article V of the Bylaws, and perform other duties as assigned by the President.

Section 5.9. Secretary. The Secretary shall: (a) keep the minutes of the Board of Directors' meetings in one or more books provided for that purpose; (b) see that all notices are duly given in accordance with the provisions of these Bylaws or as required by law; (c) be custodian of all Corporation records; (d) keep a register of the post office address of each member of the Board of Directors which shall be furnished to the Secretary by such member; and (e) in general perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to the Secretary by the President or by the Board of Directors.

Section 5.10. Compensation. No Officer shall receive compensation for any services rendered to the corporation in performance of duties. Each Officer shall be reimbursed for actual expenditures reasonably incurred in connection with the business of the corporation.

ARTICLE VI

CONTRACTS, LOANS, CHECKS, DRAFTS, DEPOSITS, GIFTS

Section 6.1. Contracts. The Board of Directors may authorize any Officer(s) or agent(s) to enter into any contract or execute any instrument in the name of and on behalf of the corporation, and such authority may be general or confined to a specific instance.

Section 6.2. Loans. No loans or extensions of credit of any kind shall be contracted on behalf of the corporation and no evidences of indebtedness shall be issued in its name unless authorized by a vote of the Board of Directors. Such authority may be general or confined to specific instances.

Section 6.3. Checks, Drafts, etc. All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the corporation, shall be signed by such Officer(s) or employee(s) or agent(s) of the corporation and in such manner as shall from time to time be determined by resolution of the Board of Directors.

Section 6.4. Deposits. All funds of the corporation shall be deposited to the credit of the corporation in such depositories as the Board of Directors may select.

Section 6.5. Gifts. The Board of Directors may accept on behalf of the corporation any contributions, gifts, bequests, or devises. Acceptance of certain unusual, tangible or cash gifts may require review by the Executive Committee as determined by the Chief Executive Officer of the corporation.

Section 6.6. Real Estate. All documents relating to real estate shall be

executed by the President and counter-signed by the Secretary. The corporation has no seal.

ARTICLE VII

COMMITTEES

Section 7.1. Designation. The Committees of the Board of Directors shall be standing or special. Standing committees shall be an Executive Committee, Board Development Committee, Programs and Services Committee, Finance and Investment Committee, Operations Committee, Resource Development Committee, and such other standing committees as the Board of Directors may authorize. The Board shall adopt a Charter for each standing committee, describing the composition, duties and manner of acting for the committee. Except for those committees for which the composition is expressly set forth in committee's Charter, the Chair shall annually appoint the chair and members of each committee subject to approval by the Board.

Section 7.2. Executive Committee. The Executive Committee shall be composed of the Officers of the Board of Directors, Past President, and Directors so appointed by the President. The Executive Committee shall be responsible for general oversight of the operations of the corporation, financial oversight and planning. The Executive Committee shall meet at least four (4) times per year.

Section 7.3. Special Committees. Special committees may be appointed by the Board for such special tasks as circumstances warrant. A special committee shall limit its activities to the accomplishment of the task for which it is appointed and shall have no power to act except as specifically conferred by action of the Board.

Section 7.4. Term of Office. Each member of a committee shall continue as such until the next Annual Meeting of the members of the corporation, or, in the event of a vacancy, until a successor is appointed by the President.

Section 7.5. Chair. One member of each Committee shall be appointed Chair by the President. Committee Chairs shall be Board members.

Section 7.6. Resignation or Removal of Committee Members. A member of any committee may resign at any time by tendering a resignation in writing to the Chair of such committee. Resignation as a Director shall also constitute resignation as a member of all committees of the Board of which the Director was a member. The Board may at any time remove any member from any committee, with or without cause.

Section 7.7. Vacancies. Vacancies in the membership of any Committee may be filled by appointments made in the same manner as provided in the case of the original appointments.

Section 7.8. Quorum. A majority of the committee members present shall constitute a quorum.

Section 7.9. Proxies. Proxy voting is prohibited. A committee member unable to participate in a meeting may convey in writing to the Committee Chair a position on an issue that may come before the Committee; however, votes of record will be confined to those committee members actually participating (in attendance or by conference call) in the meeting.

ARTICLE VIII

BOOKS AND RECORDS

Section 8.1. The corporation shall keep correct and complete books and records of account and shall keep minutes of the proceedings of its Board of Directors and committees, and shall keep at the registered office or principal office a record giving the names and addresses of the Directors entitled to vote. All books and records of the corporation may be inspected by any Director for any proper purpose at any reasonable time.

ARTICLE IX

FISCAL YEAR

Section 9.1. The fiscal year of the corporation shall be identical to the calendar year.

ARTICLE X

WAIVER OF NOTICE

Section 10.1. Whenever any notice is required to be given to any Director of the corporation under the provisions of the Bylaws, the Articles of Incorporation, the Iowa Nonprofit Corporation Act, a waiver thereof in writing signed by the person or persons entitled to such notice, shall be deemed equivalent to the giving of the notice.

ARTICLE XI

SEAL

Section 11.1. The Corporation shall not have a corporate seal.

ARTICLE XII

DISSOLUTION

Section 12.1. The Corporation may be voluntarily dissolved in the manner provided in the Iowa Revised Nonprofit Corporation Act. In the event of liquidation or dissolution of the Corporation, whether voluntary or involuntary, the assets of the Corporation received from any source whatever, after the payment of all debts and obligations of the Corporation, shall be used or distributed, subject to the laws of the State of Iowa, exclusively for the purposes of the Corporation in such manner, or to such organization or organizations organized and operated exclusively for recreation, pleasure, or other non-profitable purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1986 or any corresponding provision of any future United States Internal Revenue Law, as the Board of Directors shall determine.

ARTICLE XIII

AMENDMENTS

Section 13.1. The Bylaws of the Corporation may be altered, amended, or repealed by a two-thirds (2/3) vote of the Board at any regular or special meeting with concurrent approval of the Member, or upon action initiated by the Member in the manner provided by law. In no event shall an amendment be adopted which deprives the Corporation of its tax-exempt status of the Internal Revenue Code of 1986, as amended.

_____Secretary

ATTEST: _____President

Approved May 14, 1996
Amended:
October 21, 2004
April 19, 2007
October 18, 2007
July 17, 2008
January 15, 2009
October 20, 2011
July 26, 2012
January 17, 2013
January 15, 2020
July 25, 2022

2023 RMHC-EIWI Board of Directors

Jamie Henderson, President Term: 5/2023 (#2)

Heartland Bank and Trust Company

4321 Blairs Ferry Rd
Cedar Rapids, IA 52411
(563) 380-4985

jamielee.henderson83@gmail.com
jlhender@hbtbank.com

Dennis Gendron, Treasurer Term: 5/2023 (#2)

Owner/Operator

2314 Deer Ridge Circle
Le Claire, IA 52753
815-988-1181

d.gendron@comcast.net
dennis.gendron@partners.mcd.com

Brent Hawkins, Co-Treasurer Term: 12/2024 (#2)

Service Advisor, Hawkins Wealth Management

1210 Jordan St Suite 3
North Liberty, IA 52317
319-626-3580 (phone)
319-626-3610 (fax)

bhawkins@wealthenhancement.com

Kevin Murphy term 12/2024 (#1)

Owner/Operator

19126 246th Avenue
Bettendorf, IA 52722
309.631.0014 (cell)

kevin.murphy@partners.mcd.com

Seth Friedman , Vice Pres Term: 12/2024 (#2)

Director, Creative Services

U of I Center for Advancement

503 Knollwood Dr SE
Cedar Rapids, IA 52403
319-467-3862 (work)
319-213-8533 (Cell)
seth.friedman@foriowa.org

Scott Soifer Term: 12/2023 (#1)

Owner/Operator

1010 S. Grand Ave.
Charles City, IA 50616
(w) 641-228-2838 (c) 641-330-4191

scott.soifer@partners.mcd.com

Matt Trattow Term: 5/2025 (#1)

General Manager Hyatt Coralville
300 E. 9th St., Coraville, IA 52241
(w) 319-688-4000
806.14th.St.,Wellman,IA.52356
© 319-331-2793

Dave Phillips Term: 5/2025 (#1)

Regional Compliance Officer--Eastern Iowa
Unity Point Health
1026 A Ave NE, Cedar Rapids, IA 52402
(w) 319-369-7121
3405 Quail Trail Ct., Marion, IA 52302
© 319-350-4805
dave.phillips@unitypoint.org

Heidi Beals, Secretary Term: 12/2022 (#2)

Rockwell Collins, Senior Director HR

630 Lincoln Court
Center Point IA 52213
(c) 319-929-6235
Heidileebeals@gmail.com

Janine Petitgout term: 4/2025 (#2)

Director, Care Coordination Division

2167 North Oak Court
Coralville, IA 52241
(w)319-384-5928 © 319-530-8153
janine-petitgout@uiowa.edu
j.petitgout@mchsi.com

Ian Russell term: 12/2024 (#1)

Lane & Waterman, LLP, Attorney

220 N. Main St., Suite 600
Davenport, IA 52801
(w): 563-333-6625 (c) 563-528-3678
irussell@l-wlaw.com

Ben Logsdon Term: 12/2023 (#2)

Developer, Build to Suit, Inc.

2451 Oakdale Boulevard, Suite 201, PO Box 5462
Coralville, Iowa 52241
(c)319.631.5177
benl@buildtosuitinc.com

Josh Rasmusson Term: /2024 (#1)

Business Developer, Woodruff Construction

1321 NE Williamsburg Dr
Ankeny, IA 50021
(515) 232-4535 x26 (work)
(515) 460-6886 (cell)
rashawk@gmail.com

Evan Diehl trem: 5/2025 (#1)

VP/Medical Director/Physician

UnityPoint Clinic
800 1st Ave NE, Ste A, Cedar Rapids, IA 52402
846 Camp Cardinal Rd, Coralville, IA 52241
© 515-570-1577
evan.diehl@unitypoint.org



Ronald McDonald House Charities of Eastern Iowa and Western Illinois Committee Descriptions

All board members are asked to serve on at least one committee.

Committee chairs are members of the RMHC-EIWI Board of Directors. The committee is comprised of community and board members, with the exception of the executive and finance committees which are exclusively made up of RMHC-EIWI board members.

Executive Committee – meets the 2nd Thursday of even months

The Executive Committee is comprised of the Officers of the Board of Directors, including President, Vice-President, Treasurer, Secretary and Past President. The Executive Committee is responsible for general oversight of the operations of the charity, financial oversight, and planning. The Executive Committee shall meet at least four (4) times per year.

Members

Jamie Henderson, President (Chair)
Seth Friedman, Vice President
Heidi Beals, Secretary
Dennis Gendron, Treasurer
Brent Hawkins, Co-Treasurer

Finance Committee – meets a minimum of quarterly

The Finance Committee is comprised of Board of Directors who work with the Executive Director to oversee the fiscal health of the Charity. They are responsible for advising and monitoring investments, policies and procedures involving financial decisions, budget, and make recommendations to the full Board of Directors on financial matters.

Members

Dennis Gendron (Chair)
Brent Hawkins (Co-Chair)
Scott Soifer
Evan Diehl

Facilities Committee – meets 3rd Thursday of the month

The Facilities Committee works with the Executive Director and the Operations Director to advise, plan, and, to the extent necessary, advocate for the upkeep and maintenance of the physical properties of the Charity. The Facilities Committee is made up of Board of Directors and



community volunteers with needed expertise or interest in the House, construction, interior design, systems, etc. This committee meets monthly.

Members

Ben Logsdon (Chair)
Matt Traetow
Brian Harry
Brian Klinger
Michael Eye

Programs & Services Committee – meets every other month, as needed

The Programs & Services Committee works with the Executive Director and the Operations Director to advise, plan, and advocate for the services offered by RMHC-EIWI. These include policies and procedures relating to guests and volunteers at the Ronald McDonald House in Iowa City and the Ronald McDonald Family Rooms.

Members:

CHAIR NEEDED
Janine Petitgout
Dave Phillips
Karla Pizarik
Jennifer Urhdahl

Development Committee – meets the last Thursday of the month

The Development Committee works with the Executive Director and Development Director to set fundraising policies and reach fiduciary goals. They provide guidance for events, initiatives, campaigns, and general fundraising activities. They attend donor meetings with the Executive Director and Development Director and serve as an advocate and champion in the community. This committee is comprised of Board of Directors and community volunteers and meets monthly.

Members:

(Chair)
Jamie Henderson
Seth Friedman
Kevin Murphy
Grant Luebe



**Ronald McDonald
House Charities®**
Eastern Iowa & Western Illinois

2023 Conflict of Interest Questionnaire for Board of Directors

Please provide us with the following information:

1. Your name:

2. Name of company by which you are employed:

3. Type of business: _____

4. Your position: _____

5. List all taxable organizations (other than as is stated in #2 above) with which you are affiliated as an officer, director, trustee, majority owner or principal beneficiary (use additional sheet if necessary):

Name of Taxable Organization

Position Held/By Whom

6. During the past ten years, to your knowledge, has RMHC engaged in any of the following activities with you, a member of your immediate family or any of the entities listed in questions 2 and 5 above?

	Yes	No
a. Sale, exchange or lease of property		
b. Lending of money or other extension of credit		
c. Furnishing of goods, services or facilities		
d. Payment of compensation (or payment or reimbursement of expenses if more than \$1,000)		
e. Transfer of any part of its income or assets		

If the answer to any question in number 6 above is "yes", please provide a detailed statement of your knowledge of the transactions. If you are not aware of the details of a transaction, please provide the name and phone number of a person at the entity who can provide this information:

7. List all other charities or other not-for-profit organizations with which you (or a member of your immediate family) are affiliated (from 2006 to present) as an officer, director, trustee or principal beneficiary (use additional sheet if necessary):

Name of Organization	Position Held/By Whom
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

8. During the last three (3) years, to your knowledge, has RMHC-EIWI provided grants to any organization listed in question 7 above?
_____Yes _____No
If the answer is "yes", please provide a detailed statement of your knowledge of the transaction.

9. During the past ten years, have you been convicted in a criminal proceeding, plead nolo contendere or named subject of a pending criminal proceeding (excluding traffic violations and other minor offenses)?
_____Yes _____No

If yes to question 9, please describe in detail the matter involved, including any mitigating circumstances:

Signature and Certification

I certify that to the best of my knowledge and belief the information I have provided in this questionnaire is complete and accurate. I will promptly notify the RMHC-EIWI Board President if any of the information I provided herein changes during my term of board service.

Signature

Date