

Summary Notes for the Kirby Alliance Committee Discussion
Allan P. Kirby Center for Free Enterprise and Entrepreneurship, Wilkes University,
Wilkes-Barre, Pennsylvania
September 23, 2016 at 9:30 a.m.

Attendees: **Katharine C. Prentice**, Acorn Hill Fund Director; **Roger H.W. Kirby**, Ann K. Kirby Foundation Director; **Wade H.O. Kirby**, Ann K. Kirby Foundation Director; **Coray S. Kirby**, A.P. Kirby, Jr. Family Fund Director; **Milan S. Kirby**, A.P. Kirby, Jr. Family Fund Director; **Jessie K. Lee**, A.P. Kirby, Jr. Family Fund Director; **Alice K. Horton**, F.M. Kirby Foundation Director; **Jefferson W. Kirby**, F.M. Kirby Foundation Director; **S. Dillard Kirby**, F.M. Kirby Foundation Director; **Frank N. Barra**, F.M. Kirby Foundation Treasurer & Secretary; **William H. Byrnes**, F.M. Kirby Foundation Vice President – Grants

As arranged by Milan, Chair of the Center's Board of Managers, the meeting began with a tour of the Center led by Dr. Rodney Ridley, Director of the Center. After the tour, the Committee heard an introduction from Dr. Patrick Leahy, President of the University. Dr. Leahy provided a brief history of the University and detailed the University's plans to transition to a Doctoral Research University. Dr. Ridley then began a presentation on the Center and its work under his direction since 2014. Dr. Ridley then introduced Dr. Abas Sabouni, Assistant Professor of Electrical Engineering and faculty entrepreneur, who presented on his work on microwave therapy for early stage breast cancer. Finally, Ms. Emily Absalon, MBA student, Kirby Scholar, and Graduate Assistant, presented on her work as a Scholar.

- 1) Update on potential renovation project at the Kirby Episcopal House – Jessie
 - a. Jessie noted that the project is moving along and the Board plans to interview construction managers in November, request bids in January, and begin the renovation in the spring. She stated that the preliminary budget for the total project was \$6.7M (as prepared by Mesick Cohen Wilson Baker Architects) and is projected to take eighteen months to complete. The House will be closed for conferences and retreats during this time. Jessie also noted that she hoped that all four branches of the family would contribute equally to the costs of the project and that she has received commitments from the Acorn Hill Fund, the Ann K. Kirby Foundation, and the A.P. Kirby, Jr. Family Fund. Jessie expected a proposal to be submitted to the F.M. Kirby Foundation in the near future. Katie added that the Kirby Episcopal House Board hoped to keep the total project cost under \$7.0M. Several other attendees expressed support for both the Kirby Episcopal House programs and the renovation project.

- 2) Planning for third FMKF grant installment distribution
 - a. Dillard asked the group to provide an update on any additional organizational work or grantmaking to date. Roger noted that the Ann K. Kirby Foundation had developed both an Investment Policy Statement and a Grantmaking Roadmap and distributed such. He also expressed his hope that the Ann K. Kirby Foundation would be more strategic than the Guilford Foundation has historically been by awarding larger grants (\$100K and up)

to its grantees. He stated that the Community Foundation Serving Richmond & Central Virginia has begun its due diligence on six grantees that have been discussed for potential grants in the near future. Katie expressed an interest in sharing resources with Roger to leverage some of the organizational work that the Ann K. Kirby Foundation had conducted.

Milan noted that the A.P. Kirby, Jr. Family Fund is pleased with the Community Foundation of New Jersey to date and has begun to utilize its resources and the knowledge of its staff. Milan believes that the Fund will utilize many of the practices already in place at the A.P. Kirby Jr. Foundation. He also stated that the plan is to use the Fund for larger projects/programs.

- b. Dillard then detailed the F.M. Kirby Foundation's vision for the upcoming \$54M distribution (\$18M per branch). He stated that the distribution will most likely be split into two segments payable in late December 2016 and early January 2017 as this will allow the F.M. Kirby Foundation to reduce its Federal excise tax liability. Dillard also asked that each branch of the family let him know if there was any dissatisfaction with their respective donor advised fund or community foundation prior to the planned distribution.

3) Decide on next meeting date

- a. After a discussion, it was agreed to hold the next meeting on February 23, 2017 at 10:00 a.m. at the F.M. Kirby Foundation offices. The meeting would focus on philanthropic governance and grant evaluation. Dillard agreed to work on arranging a presentation that may include GuideStar USA and/or the Foundation Center.

The group then went on a van tour of various sites in Wilkes-Barre. The sites and hosts are listed below:

- a. F.M. Kirby Center for the Performing Arts – Lauren Pluskey McLain, Director of Development, and Drew Taylor, Director of Operations
- b. Angeline Elizabeth Kirby Memorial Health Center – Danielle Cappellini, Executive Director
- c. Kirby Park – Butch Frati, City of Wilkes-Barre Director of Operations, Brett Kittrick, City of Wilkes-Barre Director of Finance, and Michael Wood, Wilkes University Special Assistant to the President for External Affairs
- d. Wyoming Seminary – Patty DeViva, Director of Communications, Kevin Rea, President, Benjamin Schall, Physical Plant Manager, and John Shafer, Vice President of Advancement

(If there are follow up issues or questions regarding any of the sites visited and contact information is lacking, please feel free to contact Dillard or Frank.)