



Sample Meeting Minutes

Board Meeting Minutes for March 1, 2018

Board members in attendance, and constituting a quorum were:

- Adam Allen
- Carol Clark
- Donna Davies
- Edward Edmunds
- Eric Erikson
- Grace Green
- Keith Kelly
- Lisa Lee
- Lucas Lewis

Board members Absent:

- Helen Hughes
- Jack Jacobs

Call To Order

The meeting was called to order at 3:05pm by Board President Adam Allen

Prior Meeting Minutes Approval

Director Davies moved to approve the minutes of the February 2nd, 2018. Director Kelly seconded. All approved. None opposed. Motion carried.

Executive Director Summary

Executive Director Green gave a short presentation, expounding on her written director summary. Director Davies moved to accept the Executive Directory summary. Director Lee seconded the motion. All approved, none opposed. Motion carried.

Fundraising Committee

The board discussed several potential fundraising ideas. The Fundraising Committee will meet and discuss.

Upcoming Events

Next Board Meeting: April 1, 2018

Adjournment

Director Davies moved to adjourn the meeting. Director Clark seconded the motion. All approved.

Time adjourned: 5:15pm



Board of Directors Meeting

Meeting Agenda

11:30am

I. Roll Call & Attendance (15 min) (Inform)

👤 *Donna Davies, Mickey Demo II*

11:45am

II. Consent Agenda: (50 min) (Inform)

👤 *Carol Clark, Edward Evans*

A. Approval of Previous Meeting's Minutes (10 min) (Decide, Discuss)

📎 [Committee Report - Finance.pdf](#)

📎 [Committee Report - Executive.pdf](#)

📎 [Committee Report - Governance.pdf](#)

📎 [Sample-Meeting-Minutes.pdf](#)

B. Committee & Staff Reports (20 min)

1. Finance Committee Report (8 min) (Inform)

2. Executive Committee Report (12 min) (Inform)

12:35pm

III. New Business, Discussion Items, & Votes (65 min)

A. Item 1- Formalized Trustee Role & Responsibilities (20 min) (Discuss)

1. Vote On Item 1 (10 min) (Decide)

B. Item 2- Update On Upcoming Fundraiser (15 min) (Inform)

C. Item 3- Strategic Planning Conversation (30 min) (Discuss)

1. Review & Discussion of Strategic Plan, Including Progress Towards Strategic Goals, and Objectives (Discuss)

2. Identification Of Any Necessary Adjustments Or Revisions To The Strategic Plan (Discuss)

1:40pm

IV. Open Discussion (15 min) (Discuss, Inform)

1:55pm

V. Adjournment (5 min)

Meeting Attendance

In Attendance: Donna Davies, Heather Demo, Edward Evans, Grace Green, Helen Hughes, Jack Jacobs, Lisa Lee, Owen Oliver, Ronald Reid, Yvonne Young

FUNDING APPROVED