Libella Foundation

Organizational Board Meeting Minutes

Date: August 25, 2025
Time: 5:00pm ET

Location:

Microsoft Teams

Join the meeting now

Meeting ID: 221 049 269 818 1

Passcode: eh2md9a3

1. Call to Order

The meeting of the Board of Directors of the Libella Foundation was called to order at 5:02pm by Chairman (temporary), **Maghan Barber**. A quorum was present.

2. Review & Ratify Incorporation and EIN

The Board reviewed and ratified the incorporation of the Libella Foundation as a Florida Not For Profit Corporation and confirmed receipt of the IRS assignment of Employer Identification Number (**EIN 33-4843307**).

Vote: Approved unanimously.

---

3. Election of Officers

The following individuals were nominated and unanimously elected as the initial officers of the Libella Foundation:

- **Chairman (President, temporary):** Maghan Barber
- **Executive Secretary:** Pamela Albury
- **Treasurer:** Richard Ketcham

It was noted that Maghan Barber's role as Chairman is temporary. She will step down prior to FY 2026 in order to assume the role of **Executive Director**, and a new Chairman will be elected at that time.

Vote: Approved unanimously.

---

4. Banking & Finance Setup

The Board authorized Maghan Barber (Chairman, temporary) to:

- Open and maintain bank accounts in the name of the Libella Foundation, Inc.
- Sign checks, drafts, and other orders for payment of money on behalf of the Corporation.
- Enter into agreements with payroll and accounting providers (including Gusto).
- Manage deposits, withdrawals, and other necessary banking transactions.

It was further resolved that the Treasurer shall be provided with full access to financial reports and records for oversight, though not as a signatory at this stage.

Vote: Approved unanimously.

---

5. Adopt Initial Budget

The Board reviewed and approved the proposed working budgets:

- **FY 2025 Startup Budget:** $30,000 (organizational setup, legal/administrative costs, outreach, pilot program activities).
- **FY 2026 Full Launch Budget:** $250,000 (program implementation, staffing, fundraising, and outreach).

Vote: Approved unanimously.

---

6. Finalize Mission & Vision

The Board reviewed and unanimously adopted the official Mission and Vision of the Libella Foundation:

Mission:
To provide support, resources, and hope to those impacted by disaster and hardship. Through partnerships, outreach, and education, we empower individuals, families, and communities with the tools they need not just to survive, but to recover and thrive.

Vision:
A future where every person affected by disaster or hardship has access to the resources, support, and knowledge they need to recover, rebuild, and reclaim their lives. The Libella Foundation works to build stronger, more prepared communities, expand resilience across Florida and beyond, and serve as a trusted partner in recovery.

Vote: Approved unanimously.

---

7. Other Business

The Board discussed next steps, including:

- Expanding the Board prior to FY 2026
- Building partnerships with local agencies and nonprofits
- Preparing donor outreach and mailers once the IRS determination letter is received
- Identifying and applying for active grant opportunities

---

8. Adjournment

There being no further business, the meeting was adjourned at 5:22pm ET.

Submitted by:

Richard Ketcham, Treasurer

Approved by:

Maghan Barber, Chairman

(temporary)