Libella Foundation — Organizational Board Meeting Agenda

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

- Welcome and introductions

2. Review & Ratify Incorporation and EIN

- Acknowledge filing of Articles of Incorporation as a Florida Not For Profit Corporation
- Confirm IRS assignment of Employer Identification Number (EIN: 33-4843307)

3. Election of Officers

- Chairman (temporary): Maghan Barber
- Executive Secretary: Pamela Albury
- Treasurer: Richard Ketcham
- Note: Chairman role to be transitioned before FY 2026, when Maghan Barber assumes Executive Director position.

4. Banking & Finance Setup

- Resolution authorizing Maghan Barber (Chairman, temporary) to:
    - Open and maintain bank accounts in the name of the Libella Foundation, Inc.
    - Sign checks and manage financial transactions
    - Enter into agreements with payroll and accounting providers (e.g., Gusto)
- Treasurer to receive reporting access but not be a signatory at this stage.

5. Adopt Initial Budget

- FY 2025: $30,000 startup budget (organizational setup, outreach, admin, pilot programs)
- FY 2026: $250,000 launch budget (program implementation, staffing, fundraising, outreach)
- Approve as working budgets, subject to amendment as revenues and needs evolve.

6. Finalize Mission & Vision

- Mission: *To provide support, resources, and hope to those impacted by disaster and hardship…*
- Vision: *A future where every person affected by disaster has access to the resources, support, and knowledge they need to recover and thrive…*

7. Other Business

- Discussion of next steps (board expansion, partnerships, fundraising mailers, upcoming grant submissions, etc.)

8. Adjournment