

# Board Meeting Minutes - February 19, 2021



Attendance: Candi, Daphne, Jenny, Cindy, Jessica, Kristi, Sheri, Reagan

## Opening Prayer

**Financial Update:** No financial update presented as treasurer was unavailable, will be reviewed at the next meeting.

## Board Update:

### Approval of Minutes

- January minutes approved. Will review financials in next meeting for February.
  - Notes will be circulated weekly for 'action item' follow up
  - Meeting Minutes from meetings will go out within 2 business days, and then the Board will have 3 business days to approve / suggest changes
    - February Meeting Minutes Approved

### MIDWEST BOARD MEMBER COMMITMENT REVIEW - Reagan

- Status update. We are currently laying the foundation for growth. Staying conservative and putting pieces in place in order to adequately prepare for greater activity moving forward.
- Goals:
  - One workshop or training per month (virtual)
  - Six additional states: ND, SD, WI, IA, IL, MI
  - Goal is to get two board members per state.
  - Looking at getting 35-40 members per state.
- Platforms, programs, and trainings need to be in order.
- Current projects:
  - Solidifying paperwork and forms.
  - Kristi has been working on a content calendar.
  - Jessica is looking into Christian colleges and speaking with their professors/students. Might want to consider having a board member speak with classes via Zoom about organization.
  - Reagan key focus is working on getting new board members for expansion in new states.
  - Other states do not have specific organizations similarly, so we are first to market in the area.
- Board commitment and expectations were reviewed. Note that the undertaking of 6 new states will provide a bigger opportunity for board members. As we grow, Board Members will be advocates for the association and have more responsibility. As we build the foundation, current board members can review if they want to either commit to a board position or a committee position. With the Executive Director and intern team in place, the committees will have much less administrative work. The board will involve a bigger advocate role.
  - Two meetings can be missed but they cannot be consecutive. Hybrid meetings may be in the future especially with other states involved. One time per year you can send a proxy.

- Provide financial suggestions and make sure we are on track, as well as ethical check and balances. Being on target for mission and vision.
- One sponsor commitment per year. For example, magazine partner would be \$250/yr.
- Recruitment is also important/being an advocate for the association and getting two people to join MACC as a member each year.
- Review details of the board member commitment at this link:
- <https://docs.google.com/presentation/d/1djscIE9OTHJA6ZVQgMSyWPxzFvb2NfgGISXe7hEWn7k/edit?usp=sharing>
- Committee participation: you can serve on one committee if you're a chair, or two committees as a member.
- Event Participation Compensation will be given to each sector whether it be board, committee, or chair.
- Sponsors could be Christians in various fields. For instance: holistic practitioners, counseling agencies, other organizations, Christian insurance agency, family law attorney, massage therapists, etc.
- Magazine will be more than Ads and will be done digitally. Committed for six editions (every other month) with special runs or extras possibly being thrown in. It will also be featured on website for easy access to sponsors. End of magazine will have resource page for each state and will be re-listed by area/ region / state.
- If you have not yet, please place your name on a committee:
  - <https://docs.google.com/spreadsheets/d/1uWa6DpCOHj71cZPcC1K2Twi-mwOS6YVEOxp1VR0ICps/edit?usp=sharing>
  - If referring someone to committee, add their email so they can be included in the email list for Jenny.
- If you would like to be considered for a board position, contact Jenny or Daphne
  - MACC should have a process for applying. One should submit:
    - Letter of interest
    - Resume
    - Review the Board Member Commitment Document (as noted with a link above)
- Prospective members should also communicate and discuss interest during the meeting as well, saying why they're interested. Votes will be conducted outside of the meeting. We will utilize a Google Form to record of digital votes. (Reagan will create a voting form)
- **OTHER UPDATES:**
- IRS has not confirmed "non-profit" as of yet. It is still pending (501-c3)
- Cindy considering starting at committee level and has already filled out some committees.
- Jessica will help assist new members with a packet of information to help them link up to a board member for questions/concerns. (Jessica / Reagan)
- Members only page could be created that could be blasted through the Magazine or through Facebook page. (Reagan)
- For inviting to future board meetings -- Non-board members may register for free. Board meeting link to go into the event once registered and must have a subject/topic added in order to talk about it. Have to give info about practice and agenda. More so there to observe and not participate. Could possibly have a time limit. (Kristi / Reagan set up in database event page)
- Reagan has found virtual trainings for non-profits to stay on track following parliamentary procedures. The training is available as an online workshop. Officers can help to trickle down the training/chair committee. MACC would pay for training.
  - Jenny and Daphne will vote on Parliamentary Procedure outside of the meeting. This will be done sometime before the next meeting.

- <https://www.parliamentarians.org/services/learning-opportunities/web-based-courses/>
- **Legal Review options:**
  - Daniel Kelly has provided Jenny with the three steps. Estimated general budget of \$3000.
  - Jim's suggestions were clarification with members. Need by-laws for board meetings to happen electronically. Need clause that clarifies indemnifications. Need to file with attorney general's office as non-profit. Reagan does not need to be an employee, but contract needs to be created. Will need to check in with him involving surrounding states in the future as growth occurs. General budget of \$1100.
  - Daphne and Jenny will vote on approving Jim.
- **Connect Over Coffee is happening Feb. 25<sup>th</sup>. Kristi to send a registration list over the day before to the host (next host is Jenny). Double check the Zoom link for the FB event and send that over as well.**
- The board of directors voted favorably to welcome Sheri Peterson and Candi Schmechel to the board.
- The board of directors voted favorably to hire James Snoxell to provide legal services he proposed to the board in tailoring our bylaws and completing an employment contract for Reagan. Jenny will contact him to engage his services.
- The board of directors voted favorably to purchase the training, Parliamentary Procedure Made Easy offered by the National Association of Parliamentarians, and both officers will complete this online course prior to our next board meeting.
- On 2/5/2021 the board of directors called a special vote and unanimously approved Patti Olson to serve as the treasurer for the organization on an interim basis until a replacement can be found.

**Adjourn**

**Next Meeting:** Next meeting will be hosted via Zoom on 3/19/2021 at 9 a.m.

**Closing Prayer**