

Living Donor Support Network
Minutes of the Bi-Weekly Meeting of the Board of Directors (First Meeting)
October 8, 2021
10 AM

Location of Meeting:

Corporate Headquarters

██████████
San Marcos, California 92078

Present at Meeting: Glenn Cogan, Erica Castellanos, Lisa Christian

The regular meeting of the Board of Directors (First Meeting) of Living Donor Support Network was called to order at 10:00 AM on October 8, 2021 at Corporate Headquarters by Glenn Cogan.

I. Approval of Agenda

The agenda for the meeting was distributed and unanimously approved.

II. Review of Previous Minutes

The minutes of the previous meeting were reviewed and unanimously approved.

III. Consideration of Open Issues

1. Who Can Be A Living Donor, I.e., What Organs Can Be Donated By A Living Donor?
Erica Castellanos
The agenda item: Who qualifies as a "living donor" was discussed. The qualifying factor was determined. That being, exactly what organs can be donated by a living donor. Board determined, voted on, and decided: (1) kidney, (1) lung, part of a donor's liver, part of a donor's pancreas, part of a donor's intestine.
2. Election Of / Qualifications Of Board Of Directors
Erica Castellanos
The agenda item: Who can be elected to the Board of Directors, what qualifications must they possess, i.e., college degrees, non-profit experience, corporate governance experience, business operations, marketing, etc. Proposed voted on, and decided: USD/SDSU degrees are required for a majority of this governance board.
3. Board Of Directors / Board Rolls
Glenn Cogan
The agenda item: Who shall hold a position in the governance of this non-profit was proposed and decided, i.e., President/Executive Director/CEO (Glenn Cogan), Secretary (Erica Castellanos), Treasurer (Lisa Christian). Proposed, voted on, and decided this initial board shall serve in the shared responsibility of Officer duties until further notice as determined, delegated by Board.
4. Salary & Hourly Employees / Independent Contractors / Volunteers / Staffing
Erica Castellanos
The agenda item: How and when employees may be hired, salaries paid, how independent contractors are handled, hourly rates paid, how volunteers are handled, initial Board/Officer salaries was introduced, voted on, and decided. Erica Castellanos (Board of Directors/Secretary) shall receive first allocation of funds/compensation for duties, to include benefits, then Glenn Cogan, then Lisa Christian. Salaries of additional Directors shall be determined by a future Board vote.
5. Salary And Benefits Of Board Member Erica Castellanos
Glenn Cogan
The agenda item: Starting salary and Benefits of Erica Castellanos were proposed, voted on, and decided. Erica Castellanos shall receive, for her roll in the non-profit, ██████████ + full medical benefits comparable to the current benefits she is receiving from her employer, i.e., Anthem Blue Cross (PPO). Adequate to insure her entire family, ██████████ (Husband), ██████████ (son) and ██████████ (son)
6. Non-Profit Registry / Where Must Living Donor Support Network Be Registered To Operate Legally In All 50 States

Erica Castellanos

The agenda item: Where a CA Non-Profit must be registered to conduct operations legally was introduced. The item remains open. Item put on agenda for discussion in next Board meeting.

7. Correction / Clarification Of Corporate Bylaws

Glenn Cogan

The agenda item: Correction / Clarification of Corporate Bylaws was introduced. The item remains open. Item put on agenda for discussion resolution in next Board meeting.

8. Non-Profit Management Software / Systems

Glenn Cogan

The agenda item: What software systems, accounting software, telephone systems, payment gateways, web hosting, website design was introduced. The item remains open. Item put on agenda for discussion in next Board meeting.

9. Insurance Benefits

Glenn Cogan

The agenda item: Insurance benefits, insurance quotes, benefits packages were introduced. Secretary delegated responsibility (Erica Castellanos). The item remains open. Item put on agenda for discussion in next Board meeting.

10. Bank Accounts / Banking

Glenn Cogan

The agenda item: Banks, banking was introduced. Executive Director delegated responsibility (Glenn Cogan). The item remains open. Item put on agenda for discussion in next Board meeting.

IV. Consideration of New Business

1. Fundraising

Glenn Cogan

The agenda item: How the non-profit will fundraise, seek donations, generate operations, and mission-related capital was introduced. Secretary delegated responsibility (Erica Castellanos). The item remains open. Item put on agenda for discussion in next Board meeting.

V. Agenda and Time of Next Meeting

The next meeting will be held at 10:00 AM on October 14, 2021 at:

Corporate Headquarters

San Marcos, California 92078

The agenda for the next meeting is as follows:

Banking, Benefits, Software Systems, Non-Profit Registration Requirements (nationwide), Volunteers (age?), Commencement of Fundraising

The meeting was adjourned at 12:45 PM by Glenn Cogan.

Minutes submitted by: Erica Castellanos

Minutes approved by: Glenn Cogan