

Oaxaca Streetchildren Grassroots, Inc.
P.O. Box 2219, Benton, AR 72018
oaxacastreetchildren.org

**Minutes, Board of Directors meeting
October 24, 2022 (by Zoom)**

Present: Executive Director Andrea Catalano; board members Ken Lorenze, Colleen Meiman, Marilyn Horn, Quinn Campbell, John Tyler, Tim Porter.

Absent: board members Dave Slaymaker, Nancy Hatcher, Marla Jensen,

Guest: Penny Hopkins, Vice President Finance, CANFRO

1. Call to Order – 3:42 pm PDT

2. Approval of Minutes – approved with amendments

3. Approval of Agenda – approved

4. Executive Director Update

- Andrea Catalano has met individually with most of the board members, as well as some members of the staff at Centro de Esperanza Infantil. She is meeting weekly with board president Dave Slaymaker.
- An early action step to send out letters to 100 key donors as well as to lapsed donors.
- She announced the goal of creating, with input from board members, a strategic plan for OSGCR and possibly for CEI.
- A formal announcement of her appointment is still pending.

5. Board Committee Review

A lengthy discussion was held about current board committees, their function, their utility, and whether new committees should be formed. Current board committees include: Communications, Investments, Finance and Accountability, Fundraising/Outreach, and Strategic Planning. The general consensus of the board is that the committees should be redefined and reconstituted according to the tasks that need to be done.

Interim changes were made to committee membership, pending completion of the committee review process.

- **Action Item:** Current committees will submit a memo before the next board meeting to the Executive Director outlining what tasks they do now and what tasks they might do in the future.

OSCGR priorities: As part of the committee review process, the board agreed that it would be useful to reexamine the priorities of Oaxaca Streetchildren Grassroots, especially in light of the expansion of CEI activities to Casa Emilie in Xoxocotlán and the hiring of an executive director.

Penny Hopkins, of CANFRO, offered to look into the possibility of arranging a half-day strategic planning session facilitated by CANFRO President Sandra Thomson in Oaxaca in January, when most of the board will be present for its annual Oaxaca meeting.

Committee for Recognition of Major Donations: Andrea and Penny reported on formation of this cross-organizational committee that involves members of OSCGR, CANFRO, and CEI. It will have a twofold purpose: Do the work of creating a consistent means to recognize major donors; and, serve as a model for subsequent committees involving members of the three organizations (as stated in the Agreement between OSCGR and CEI).

6. Financial report (Andrea)

Giving: Number of gifts are down, but revenue is up due to two major gifts.

7. Old Business

CEI staff bonus: The board voted to maintain this year's annual bonus at the same level as the previous year.

Annual Campaign: The newsletter for the annual campaign needs to be completed in three weeks. The content creation will be a collaborative effort. Tim will do the PDF design and production.

- **Action Item:** Tim will create a story budget and distribute it to those involved.

CEI truck: The discussion was tabled pending further information from Oaxaca.

8. New Business

Website: Tim spoke briefly about a proposal to redo the OSCGR web site, including both a redesign and change of platform.

- **Action Item:** He will present alternatives and costs to the next board meeting.

Board vacancy: There was a brief discussion about filling the board vacancy created by the resignation of member Gloria Garcia. Members were urged to make recommendations to Andrea and Dave.

Student success: In preparation for the possibility of declining funding, Penny Hopkins outlined a proposal to establish a joint committee on funding to conduct a systematic examination of costs associated with CEI's current programs and services and establish priorities for future funding.

- **Action item:** Penny will continue to develop this proposal to be shared with the OSCGR board at an upcoming meeting.

The following items were tabled until the next meeting:

- How to assist Oaxaca in understanding and implementing the new financial procedures
- Tutoring program
- Social Media Intern
- New meeting schedule

9. Next Meeting

The next meeting of the Board will be on Monday, November 21, 2022, at 4:30 p.m. MDT.

The meeting was adjourned at \approx 5:40 p.m. PDT