

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

Minutes, Board of Directors meeting
November 21, 2022 (by Zoom)

Present: Executive Director Andrea Catalano; board members Ken Lorenze, Colleen Meiman, Marilyn Horn, John Tyler, Tim Porter, Dave Slaymaker, Nancy Hatcher

Absent:

Guest: Penny Hopkins, Vice President Finance, CANFRO

1. Call to Order 3:33 pm PST

1. Approval of Minutes Approval of Agenda

- Minutes were approved and it was decided to circulate each meeting's minutes among board members for comment or correction before posting them online.

2. Approval of Agenda – approved

3. Executive Director Update – Andrea Catalano

- The Annual Campaign was launched and the first \$28,000 in donations will be matched by donor pledges.
- Andrea did an exit interview with Julieta Zarate Playas, who resigned as coordinator of Casa Emilie. In short, she decided the job wasn't right for her.
- Board Member Communications, Responsibilities & Expectations – Andrea urged more engagement by board members, especially in response to email communications.
 - The board decided on a policy that board members should respond to emails within three days.
- Emeritus Board/Advisory Committee – Andrea will work on the formation of an Emeritus Board.

4. Committee Reports

- Communications – Tim Porter: Outlined the scope of the committee, which would range from creating collateral with OSCGR messaging for use across platforms, website maintenance, publication production, and collaboration with other committees.
- Fundraising – Ken Lorenze: Reported that the committee continues to look for new foundation funding. It hopes to identify specific projects for targeted fundraising. One promising lead is a large international foundation, which has the possibility of cash donation.
- Strategic Planning – Dave Slaymaker: The committee will meet before the December board meeting to clarify the facilitated strategic planning meeting on Jan. 12, 2023, in Oaxaca led by Sandy Thomson of CANFRO.
- Budget & Accountability – Colleen Meiman: She is revising the new accounting spreadsheet to match spending categories already used by the CEI accountant. OSCGR is implementing CEI's new fiscal year, which begins January 1, a policy of not funding bulk purchases of shoes and materials for students. She expects to have the CEI budget for 2023 by December 15.
- Finance/Investing – With the resignation of Quinn Campbell, the board lacks a treasurer.
- CEI/OSCGR/CANFRO Joint Committee on Major Contributions– Andrea/Penny – The board voted to accept the terms reference to create a Joint Committee.

5. Financial report

- Over 30% fewer individual donors in 2022 but overall donations are up due to large one-time gift.

6. Old Business

- CEI bonus: Discussion was tabled.
- CEI Truck: title transfer is pending update.
- Revise Agreement with CEI – Dave proposed revising the current OSCGR agreement once the new accounting agreement is in place to reflect the new buying practices.

- Gifts to children donor letter – After some debate, the board approved language in the letter sent to donors who make individual gifts to families (which OSCGR cannot legally accept) that informs the donor that the donation will be added to the general fund without offering to refund the donation

7. New Business

- Quinn Campbell resignation
- Organizational Development Session–January 12 in Oaxaca
 - Who should attend.
- Computers – The Century Arts Foundation of Sag Harbor, N.Y., donated a directed grant of \$10,000 to buy computers for CEI. The purchase was made using the multiple bids process stated in the agreement.
- Dave talked about the possibility of a major gift from Lisa and Bob Hufnagel, longtime donors to OSCGR.
- Andrea and Tim are preparing a budget proposal for a new website.
- The board discussed creating Joint Committee on Funding with CANFRO,
- The board approved hiring a Communications Intern in Oaxaca.
- Job Descriptions for Oaxaca Staff – tabled

8. Next Meeting

The next meeting of the Board will be on Monday, Dec. 19, 2022, at 3:30 p.m. PST.

The meeting was adjourned at: 5:41 p.m. PST