SUNDAY ASSEMBLY SACRAMENTO

Board of Trustees Meeting

Virtual via Zoom

Minutes – April 22, 2025

**Board members in attendance**: David Noelle, Emily Thompson, Becky Mark, Nancy Sneed, Luisa Morco, Keith Stillmunkes, Gregory Dilts

**Call to Order**: Meeting to order at 7:04 PM

**Opening Business:**

* The current agenda and last meeting’s minutes were approved by unanimous consent.

**Reports:**

* The reports were skipped this week to allow time for the discussion items below.

**Discussion Items:**

* Big Day of Giving – May 1st
  + Our website currently doesn’t have the donation QR Code specifically for BDOG, just for our standard GiveButter route. **Emily** said that she can add it to the site if needed\*. **Luisa** said that it’s ok if people donate through the GiveButter site, it just may need to be worked out after-the-fact.
  + **Nancy** has created a spreadsheet of potential donors for BDOG. She has sent out emails to several people on that list.
  + We are charged with assembling a gift basket for BDOG worth between $50-$100. **Luisa** has a gift card for a distillery tasting (about $60 value). We currently only have the gift card. **Keith** will do some shopping to fill out the basket with a theme around cocktails\*. He will coordinate with **Luisa** to give her the items before Thursday\*.
  + **Keith** will bring some games for the table, also passing those to Luisa when giving her the other items\*.
  + We have enough volunteers for BDOG, except for early kitchen duty. **Nancy** will ask around to see if she can find some help for that missing slot\*.
  + **Emily** has a banner we can use for this and other events. She will coordinate to give this to **Luisa\***.
* In the discussion of BDOG it came up that it might be beneficial to have a unified checklist of items that the board would need to address. **Greg** mentioned that Google Sheets might be ideal for this. **Luisa** said that she can work on that\*.
* Earth Day is this Sunday (4/27) and the event runs from 11:00-4:00. **Luisa** will be there early for Earth Day and can help set up. They would like us there at 9:30-10:00 to set up. **David** & **Nancy** can be there a little later. **Keith** will try and get there after the Live Better group finishes their minigolf event.
* **Luisa** presented on Google Workspace for Nonprofits. Her presentation can be viewed through Google Slides.
  + The group voted unanimously for Luisa to pursue acquiring Google Workspace for SA.
* **Luisa** will be speaking for next month’s SA meeting. She is open to presenting outdoors. Thank you, Luisa, for presenting and all the work that you do!
* For next month’s outdoor assembly and other events, we want to investigate a portable microphone & speaker. **Emily** and **Keith** will research available ones and their prices and report back for our next meeting\*. A unanimous vote was recorded to agree with the two researching the items.

**Motions**:

* **David** filed a motion to approve Emily and Keith researching portable microphones with speakers. **Approved Unanimously**.
* **David** filed a motion to approve Emily purchasing a laptop for use with SA. **Approved Unanimously**.

**Action Items denoted with an asterisk (\*)**

**Meeting Concluded:** 8:06 PM

\*\*\*\*\*

Respectfully Submitted,

*Keith Stillmunkes*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Keith Stillmunkes, Secretary, 4/22/2025