

Board of Directors' Meeting Minutes

NAMI Whatcom

July 9, 2020

Virtual (Zoom)

Approved: By Motion 2020-08-13.1a

Present:

Board: Rosemary Webb (President), Brian Estes (VP), Bruce Smith (Treasurer), Tom Scott (Secretary), Gracie Lamb

Staff: Kim Sauter (Executive Director).

Volunteers: None.

Guests: None.

Absent:

Russ Sapienza (exofficio Board).

Called to Order by Rosemary 12:00pm.

Consent Agenda: Motion 2020-07-09.1 To accept the consent agenda as presented.

Moved: Brian; Seconded: Rosemary. **Passed unanimously**

Motion 2020-07-09.1a Approve Board Meeting Minutes of 2020-06-11

Treasurer's Report:

Bruce & Rosemary presented the topic.

Slight deficit (\$11.33). Overall, per comparison, still a net positive revenue position.

Motion 2020-07-09.2 Move to accept written report as presented and discussed.

Moved Tom, Seconded Brian. **Passed Unanimously**

Grants:

Discussed several grants with several awarded but pending funding and one or two "in the pipeline".

Expenses & Revenue Streams:

Both are lower than usual but are net revenue positive. Stigma Stop will present a surge in revenue.

Question was raised regarding checks vs. ACH payments to reduce cost. Answer: Yes but will review for possible additional opportunities.

Discussed administrative costs vs. program costs and allocation of some allocations to programs.

Director's Report:

- The complete report submitted in writing. Kim reviewed verbally.

Verbal Report and Discussion Notes

- NAMI Family Support Group's Quarter 2's attendance has almost doubled compared to same time 2019.
- Collaborations going well.
- NAMI [National] Talking Points regarding interaction with law enforcement.
- **Action Item:** Kim looking to poll Board for personal connections (networking opportunities).
- **Action Item:** Discussed Board members providing regular, preferably monthly financial contributions. One critical advantage of this is major donors will often not even consider donating to an organization where the board members are not personally contributing. Even regular token donations are effective in this regard.
- Brian spoke about Stigma Stomp. He presented a shared workbook used by Stigma Stop (also a good template for event/project management tool) used to manage and track.
 - Workbook includes Task list; Calendar timeline; Sponsors; Budget; Communications; Notes.
 - Committee meets Tuesday s at 1100. Board members invited.
- This year Stigma Stomp will be virtual.

National Board Members Elections

Rosemary presented the topic.

Kim and Rosemary will send out their recommendation in next day or two.

Fundraising

By Laws Committee

Targeting to have first meeting by the first week in August 2020.

IT Committee/Group

- Initial membership modified since initial Board meeting: Tom Scott, Chris Sweeney, Kim Sauter & Deana O.
- Report sent to board by E-mail.
- Online recurring costs were discussed.

Action Item: The consensus of the Board was to allow the IT Committee with consent from Kim to make changes discussed and recommended.

Strategic Planning

Rosemary stated she plans on dedicating 10 minutes to each Board meeting going forward. She discussed some other generalities on the topic with more to come in the ensuing meetings.

Crisis Line Issues/Concerns

We need to work on addressing some issues experienced by callers to the line.

Action Item: Consensus was to revisit at the next Board meeting (after some more investigation).

Operating Reserves

Rosemary reported that we currently have around a quarter's worth of operating reserve(s) and would like to increase that to half a year in reserve for operating costs.

Adjourned 1:42pm

Action Items (from above):

- ED to poll Board members for fundraising networking leads.
- Board members providing regular, preferably monthly financial contributions.
- The consensus of the Board was to allow the **IT Committee** with consent from **Kim** to make changes discussed and recommended regarding domain name and hosting costs.
- Consensus was to revisit at the next Board meeting regarding caller issues/concerns/complaints when contacting the Crisis Line (after some more investigation).

Respectfully submitted

Thomas R. Scott, Secretary