

Board of Directors' Meeting Minutes

NAMI Whatcom

October 8, 2020

Virtual (Zoom)

Approved per Motion 2020-11-12.1a

Present

Board: Rosemary Webb (President), Brian Estes (VP), Bruce Smith (Treasurer), Tom Scott (Secretary), Gracie Lamb, Russ Sapienza (ex officio).

Staff: Kim Sauter (Executive Director), Amy Armstrong,

Volunteers: None.

Guests: None.

Called to Order by Rosemary 12:02pm.

Consent Agenda: Motion 2020-10-08.1 To accept the consent agenda as presented.

Moved by Brian, Gracie and **Passed by unanimous consent.**

- **Motion 2020-10-08.1a** Approve Board Meeting Minutes of 2020-09-10
- **Motion 2020-10-08.1b** Accept Treasurer's Report as presented.

Stigma Stomp

Video thought to be very moving. One viewer stated she was "brought to tears." Monetary shortfall of 25% was thought to be not a bad outcome given the restrictions from CoViD-19 response.

Grant Writing

Kim voiced concerns that the contract from 501 Commons (501) does not match the expectations voiced by 501's consultant regarding timeline. Additionally, NAMI has not received a bill, consulting has started but the contract requires 33% payment up front. Kim will address that with 501. There also seems to be some confusion as to who is providing prospect listings. **Action Item:** Kim to follow up on concerns.

Annual Report

Rosemary asked if the Annual Report should be published on NAMIWhatcom.org, probably in the Board section. The consensus was yes. **Action Item:** Rosemary & Kim to publish the Annual Report per consensus.

Volunteer Party

Given CoViD restrictions, rethinking normal office party and food provided. Asked about budget, the answer was yes we have a budget which will be discussed in another segment of the meeting. Rosemary asked that a list of volunteers be composed.

Education Forums and the Youth Projects

Miriam Feldman, who wrote "He Came in with it, a Mother's Journey" wrote a Miriam Feldman for the ETS Program. Discussed mental health diversion in our law and justice system. Another key group is the "Incarceration & Prevention Taskforce." Russ mentioned checking with Irene Morgan.

NAMI interaction with Local Law Enforcement

Discussed Ofc Zack Serad regarding opportunity to restart regarding NAMI interaction. Upcoming grant mentioned. CIT (Crisis Incident Training) program. NAMI has been involved with CIT programs. Tom asked for clarification if CIT training was part of the State Law Enforcement Academy. The answer was yes but that with the Defund Police activity that continuing education (CE) training levels are at risk. NAMI does take part in some or all these CE trainings, mainly on the part of peers sharing their stories.

Outreach Committee

Formed: Gracie (Chair), Brian, Russ, Tom.

Facebook Videos

Brian is taking the lead here. Videos are 30-45 seconds long. Topics include coping with holiday stress, coping techniques, general self-care and more. Also some promotion for classes available and other resources. Rosemary asked how we could reach out to acquire volunteers to compose content and perform in videos. Discussion ensued on a multi-prong approach. Also discussed scheduling out the video sessions. Amy will also take a central role in this project. **Action Item:** Brian leading Facebook Video project with assistance from Amy and others.

Bylaws

Action Item: Bylaws Subcommittee to provide Draft of amended Bylaws in time for November 12 Board Meeting. The Board to have Final Draft of amended Bylaws by December 10 Board Meeting where the Board will hope to approve the Final Draft to present at the Annual General Membership Meeting in January.

IT Committee Progress

Tom reported general progress and that changes were planned for this week for the domain names and the Directory web site leaving the main site for later. Kim noted that the Directory site is about to renew next week. **Action Item:** Tom to hasten the process for the Directory transfer and migration to the new hosting company.

Finances

We are at 75% of revenue but only 63% of expenses. More grants are in process. Kim met with 501 Commons recently. Regarding finding grant opportunities and the contract duration there needs to be clarification.

Strategic Plan

Reviewed and discussed. Drilled in on Current vs. Reserve funds with intent for moving more from current into reserve account. Board terms were discussed in the context of Bylaws and next elections. The balancing of the Board terms for Directors was discussed. The consensus was to have the documentation of the terms made available for review with regard to rebalancing the term expirations, for use with reviewing the Bylaws and for discussion regarding whether to hold elections for additional Board members in January or not.

Adjourned 1:31pm

Action Items (outstanding from previous meetings)

- Kim 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 from June Board Meeting was to revisit at the next Board meeting regarding caller issues/concerns/complaints when contacting the Crisis Line (after some more investigation). More investigation is to be invested with follow up in October.
- Kim will look into this requesting that the reminders continue from Washington.
- Kim to work with 501 Commons to polish grant writing process and output.
- Kim to see to training all applicable presenters for online presentations.
- Tom to change registration on new laptop to reflect ownership change.

Action Items (from this meeting)

- Kim to follow up on concerns regarding 501 Commons contract, billing and consulting.
- Kim & Rosemary: Publish the Annual Report on NAMIWhatcom.org in the Board section.
- Brian leading Facebook Video project with assistance from Amy and others.
- Tom to hasten the process for the Directory transfer and migration to the new hosting company.
- Completion of Bylaws amendments:
 - Bylaws Subcommittee to provide Board with Bylaws Draft in advance of November 12 Board Meeting;
 - Board to Review-in-Detail at November 12 Board Meeting (much of agenda to be reserved for that);
 - Board to have final “reading” and passage at December 10 Board Meeting;
 - Board to place on agenda and present at Annual General Membership Meeting in January.
- Recover documentation of existing Boards term expiration dates for use with Bylaws amendments and discussion regarding next elections.

Respectfully submitted

Thomas R. Scott, Secretary