

Annual Board of Directors' Meeting Minutes

NAMI Whatcom

January 21, 2021

Virtual (Zoom)

Approved by Motion 2021-02-11.1b

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.

Called to Order by Rosemary 7:50pm.

General Discussion

Given that the any annual reporting had just been presented, none were entertained as part of the Board Meeting.

The Board reviewed date/time for next regular meeting. The Bylaws were mentioned but no new information or discussion ensued.

There was some discussion about IT resources and status. A large screen for larger in-person or hybrid in-person/virtual meetings was mentioned. Tom mentioned possibly using a "silver screen". Tom volunteered to look into the Costco monthly contributions of opened box and returns.

Next meeting The **Board Meeting, February, 11 @ Noon, at/via Zoom.** Kim will send out Zoom invitations.

Adjourned 8:03pm

Action Items (outstanding from previous meetings)

- Brian leading Facebook Video project with assistance from Amy and others. – Ongoing.
- Board members providing regular, preferably monthly financial contributions. – Ongoing.
- Kim to work with 501 Commons to polish grant writing process and output. – Ongoing.
- Kim to poll Board members for fundraising networking leads. – Ongoing.
- Tom to change registration on new laptop to reflect ownership change.
- Completion of Bylaws amendments:
 - Board to place on agenda and present at a special General Membership Meeting in early 2021.
- Kim & Rosemary: Publish the Annual Report on NAMIWhatcom.org in the Board section.
- Bylaws Subcommittee to review Board individual terms and recommend any adjustments based on the revising terms per the amended Bylaws.
- Bylaws, Policies & Procedures Subcommittee – Discuss and recommend "Policy" for standing and ad hoc committees such as Advocacy, Outreach, Public Policy, Volunteer Appreciation and others.
- Secretary to send "Thank You" messages (and distribute hardcopies) to Kim, Rosemary and Deana of the Motion of appreciation regarding the expansion of the grant program during 2020. (Motion 2020-12-10.4).

Action Items (from this meeting)

None.

Parked/Tabled Items

- Brian to keep Board up to date on activities of Public Policies Committee particularly on the “Behavioral Framework” document.
- Under Policies (Subcommittee) review and determine “Standing” and “Ad hoc” committees as Policies and NOT as part of the Bylaws (which does not currently specify).
- At Annual Board Meeting after Officers Election, formally note the appointed officers such as X Liaisons so that Board and other members may know to whom to refer when needed.
- Annual Review of compensation for staff by the Board.

Supporting/Relating Documents

None.

Respectfully submitted

Thomas R. Scott, Secretary