

Board of Directors' Meeting Minutes

NAMI Whatcom

April 8, 2021

Virtual (Zoom)

Approved by Motion 2021-05-06.2

Present

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

Staff: Kim Sauter (Executive Director).

Volunteers: None.

Guests: None.

Excused:

Board: Russ Sapienza (emeritus).

Called to Order

 by Brien 12:02pm.

Tom made a point of order to explain why approving the Bylaws were on the Agenda

The existing Bylaws approval process is governed by the Bylaws © 2018. Per the 2018 Bylaws, only the Board may approve Bylaws amendments. Subsequent amendments may only be approved by a vote of the General Membership per Bylaws © 2021.

This was misunderstood/confused when the Board incorrectly sent the amended Bylaws to the General Membership for final approval.

Consent Agenda: Motion 2021-04-08.1 Accept the consent agenda as presented.

Moved by Rosemary, Brian. Passed unanimously.

- **Motion 2021-04-08.1a** Approve Board Meeting Minutes for 2021-03-11.
- **Motion 2021-04-08.1b** Approve Special General Membership Meeting Minutes for 2021-04-01.
- **Motion 2021-04-08.1c** Accept Treasurer's Report as presented.
- **Motion 2021-04-08.1d** Accept the Executive Director's Report as presented.

Strategic Planning & the Norcliff Grant for Board Building

Kim outlined ideas and ideals for a Board retreat. Discussed the values of strategic planning including a working Board and how to deal with turn-over in the Board or of the ED.

Rosemary said she would like to see staff and key volunteers along with Board prospects involved in the planning.

Bruce asked about usage of the grant such as for hiring a consultant/facilitator.

Brian and Tom recommended an initial Board meeting, including the facilitator to broadly plan the sessions the allow a person or committee to flesh out the series of meetings. Consensus concurred.

Stigma Stomp

Brian suggested that the event be flexible in reservations because Covid guidelines settle down as they are not predictable at present.

Rosemary liked the card which announced for October 2, 2021 @ 10AM (for the race start).

Brian thanked those who have helped with the event thus far.

Financials

Rosemary discussed. Income at 29.9%. Donations at 61% due to a donation from NAMI Washington. Expenses are at 19%. We can bring expenses in line by moving \$4K into Operating Reserves.

Motion There was consensus to move the \$4K. **Brian, Bruce. Passed unanimously.**

We have \$1.2K from our printer lease agreement contract which has terminated and is to be returned to the General Fund.

Rosemary asked Kim about the grant relating to Law Enforcement. Kim stated that during 2020 the NAMI Covid 19 Grant funds were utilized for training and scheduling outreach later in 2021.

Public Policy

Brian related that the State Office of Mental Health has moved through the legislature and hopefully the Governor will sign the bill. To date he has been the main point of resistance.

Board Prospects

Rosemary related how through family she has a prospect interested to serve. An application has been sent to and received from the prospect.

The process was discussed and partially formulated. It was agreed to review the application confidentially.

Gabe Howard

Brian recommended that all sign up for this event tonight.

Next Meeting Agenda Items

Prospective Board Member Chris. The Board agreed by consensus.

Next meeting Board Meeting, May 13 @ Noon, at/via Zoom.

Adjourned 12:45pm

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.
- Kim & Rosemary: Publish the Annual Report on NAMIWhatcom.org in the Our Team, Board section.

Action Items (from this meeting)

- Kim/Brian look into resources including a facilitator and planning for the Strategic Planning Retreat Series.

Parked/Tabled Items

- Brian to keep Board up to date on activities of Public Policies Committee particularly on the “Behavioral Framework” document.
- Bylaws, Policies & Procedures Subcommittee review and determine “Standing” and “Ad hoc” committees as Policies and NOT as part of the Bylaws (which does not specify).
- Per the above approved 2021 Bylaws, formally appoint and note the appointed Board positions Director Liaison, Alternate Director Liaison (per Bylaw IX.A.5), Peer Representative and Family Representative (per Bylaw IX.A.3) so that Board and other members may know to whom to refer when needed.

Supporting/Relating Documents

- NAMI Whatcom Bylaws Amended & Approved Under Bylaws © 2018 per Board Motion 2021-04-08.2

Respectfully submitted

Thomas R. Scott, Secretary