

Changes Parent Support Network
Board of Directors Meeting
Group Health Cooperative
January 8, 2007

MINUTES

Directors attending. Dennis Dudder (Chair), Curtis Fukushima (Vice Chair), Teru Lundsten (Secretary), Theresa Fukushima (Treasurer), Norma Castro, Freda Cook, and Sasha Slayton. This constituted a quorum.

Guests: Doug Graves (Program Director) and Lisa Mallory (Executive Director).

Call to order. 7:05 p.m. in the GHC cafeteria.

Past minutes. MSP* to approve 11/13/06 minutes as written. 12/11/06 minutes amended, under Program Director's Report, as follows: "Doug has been contacted by the Shoreline Highline school district..." MSP to approve as amended.

Chair's report. MSP to re-elect the existing slate of officers.

Vice Chair's report. Curtis would like to know the whereabouts of our capital assets (TVs and such). We need a better check-out system. Sasha will research.

In acknowledgement of our tenth anniversary on 12/19/06, Curtis would like to honor the founders of Changes. This could range from a Large Group presentation in the Seattle Chapter to a special, all-inclusive event. Board discussed (no conclusion).

Treasurer's report. No auction financial statement yet. Finance Committee still working on the 2007 budget. On 12/31/06, we had \$22,632 in current assets (\$12,133 in checking). At the end of 2006 we had spent \$2,905 less than budgeted that year.

Executive Director's report. Annual report is done. Lisa will have it posted on the website soon. Board discussed whether or not to post the financial information as well (conclusion: no).

The Alliance of Nonprofits for Insurance is looking into getting lower rates and better coverage for us. Board discussed what is actually covered by insurance. It was noted that we have never filed a claim.

Board discussed allocation of \$1,000 grant from city of Des Moines. Grant itself has not yet been received, and will be accompanied by paperwork. Lisa will see what they specify. Final board decision not made, but it was generally agreed that grant should be used in south King County.

Program Director's report. Doug will make presentation to Highline High School PTA in Burien tomorrow night.

He is trying to schedule a meeting of all reps, veteran and new, in late January.

Doug proposed starting a new chapter in Gig Harbor, which would draw on Port Orchard and Tacoma families as well. Board discussed. Some were in favor, others were cautious: no “lessons learned” report has been yet been submitted from the relatively new Snohomish Chapter, and the Des Moines Chapter is still struggling. Caution ruled; Doug must wait.

Fundraising Committee report. Need committee. Auction would be a sub-committee of this committee.

Freda has drafted a letter to prospective corporate sponsors. Will distribute to board for input via e-mail.

It was suggested we hire a fundraising consultant. We need a fundraising plan.

Marketing Committee report. Freda is trying to schedule a meeting in late January. Bookmarks and 3 x 5 cards will be ready at printer’s soon.

Membership Committee report. Committee will meet January 18.

Nominating Committee report. Karin Roy resigned from the board on 12/12/06.

Unfinished business. **Retreat.** Sasha led discussion about whether or not March is too soon (conclusion: no). Changes member Ruth Herold may facilitate the retreat; we need to consider her schedule pinpointing the date. The board dinner won at the auction by Edward Falcone may also be scheduled in March and must be factored in. The retreat will be held on a Saturday, 9:00 – 3:00, in the Bellefield Park Clubhouse in Bellevue, potluck.

Presentations calendar. Yearly planner distributed by Dennis. Sasha and Freda are creating a presentations form that could be easily assimilated into a presentations calendar.

New business. Board self-assessment, Executive Director and Program Director contracts discussed in executive session.

Executive session. 8:50 – 9:55 p.m.

Next meeting. Monday, February 12, 7:00 p.m. at GHC. By then we should have a room assignment.

Adjournment. 9:55 p.m.

Respectfully submitted,

Teru Lundsten
Secretary

*MSP = Moved, seconded, and passed.