



A not-for-profit corporation providing support, education and service for better communities, parents and kids.

Changes Parent Support Network
Board of Directors Meeting
Group Health Cooperative
July 9, 2007

Directors present: Dennis Dudder (Chair), Curtis Fukushima (Vice Chair), Teresa Fukushima (Treasurer), Norma Castro, and Freda Cook. Sasha Slayton arrived at 7:25

Guests present: Doug Graves (Program Director) and Ruth Herold
Sasha Slayton (arrived 7:25)

Meeting was called to order at 7:09. No minutes from the last two months. Sasha brought minutes from June's meeting when she arrived. The Board deferred acceptance of the minutes until some changes are made.

Chairman's report

- Website: Stephanie is updating the website. She has posted May's newsletter.
Action item: Dennis will send the missing board meeting minutes to Stephanie for the website.
- Webmail: Lisa asked Crystal Tech about the webmail accounts they are providing us. Dennis can't get access the accounts. Lisa is sending all her computer information on disk to Dennis.
Action item: Dennis will contact Crystal Tech about the web mail accounts.
- *Action items:* Dennis will meet with Lisa this week and give her appreciation gifts for her role as Executive Director. He will get the debit card from her.

Executive Director's report (given by Dennis for Lisa Mallory, former Executive Director)

- The report for the Des Moines grant is due in October. Final \$500 from the city of Des Moines grant will be mailed in December or January
- Lisa gave mail key to Theresa.

Program Director report

- Met with Snohomish (June 14) and Des Moines (June 18), talked about group structure, group growth, volunteer positions. Open discussion about where the groups are now and where they should be and where they want to be. Most beneficial: new members found out about volunteer positions that they could participate in, like greeter, kitchen help. These groups had basic structure of large group facilitator, but hadn't set up small group coordinators.
- June 16th had quarterly rep meeting. Healthy discussion. All reps except two attended. Andrea Lomason attended as intern from Kent. Did not attend rep meeting, but did attend rep tech.
- June 26th had program committee meeting. We are working on team procedures. Have an editor lined up. The edited version will come up before the board for discussion before it is rolled out.

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Vice chairman report – no report.

Treasurer report

- Balance sheets distributed.
- Summary of Annual Campaign up to date distributed.
- Kent and Des Moines have sent letters to the Board requesting that their annual dues to the organization be debited from the remaining grant monies. Discussion took place.
Action item: Contractor and Board chairman will meet with representatives from Des Moines and Kent to communicate delineation of the grant monies.
- Discussion took place about IRS rule changes for small tax-exempt organizations and how filings are to occur. The Board will consider the best way to conform with these changes for 2008 and role out new procedures accordingly.

Membership report

Picnic Aug. 25. Time is undetermined. Ravenna Park.

Old Business

- Technology funding: Discussion took place of money that has been allocated for technology. 2005 Bidder card for software and marketing and starting Snohomish chapter. Raised \$6,000. Spent \$2K on software for auction. No money was claimed for starting Snohomish chapter. 2006 Bidder card. Technical services. No monetary goal stated.
- Computer purchased for Executive Director was given to Ruth.
Action item: Freda will do a comparison of insurance.
- Meetings for the rest of the year are scheduled at Group Health, Room A5.
- SAFE: Investigation continues into whether Changes should align with this organization. Discussion of what various Board members have found out about the group.
Action item: Ruth will do some exploration about more information on SAFE.

New Business

- Discussion on when to distribute demographic survey to existing chapters. Fall time frame decided.
- Discussion about the need for a 5 year plan for the board.
- PD evaluation.
- *Action item:* Freda will provide feedback on evaluation items.
- Ruth Herold signed the contract for Development contract position. Herold Consulting Services is Ruth Herald's business name. Motion passed for allowing Development contractor to submit expenses of \$75 per month without Board approval, additional amounts can be approved at the Board's discretion.

Meeting adjourned at 9:55.