

Northern California Peace Corps Association Board Meeting  
September 9, 2017 3-5pm

Minutes taken by: Cassie

Attendees: Lie, Glenn, Cassie, Kristen, Pete, Susan, by phone: Jeff, Holly, Ella, Michael, Glen

**NPCA/SilkStart Issues:**

*a. Lie*

- Not a lot of same people on board now as several years ago when they wanted to start competing organization w/ NPCA
- Lie started 2015 trying to heal difficult relationship with NPCA
- Fears from members were NPCA would try to take over NorCalIPCA, and that our ownership of data/funds would be at risk to NPCA
- Have been trying to get other affiliates to join SilkStart also
- A change occurred in April where membership dues collected on our site for NorCalIPCA were being routed to NPCA and showing up as NPCA
  - Do not have written agreement but may have verbal agreement with NPCA
- Other affiliates have had problems with NPCA too
- Ella works for NPCA but is not responsible for this issue that's occurred
- Working w/ NPCA to make sure our fiduciary duties are met and that this issue will not happen again
- Delay in payments is not the urgent issue, the issue is members being told where money goes and change of treatment of our payments without board approval
- Agreement is being drafted by NPCA that they can't make changes with our funds
- Glenn, president of NPCA, joined the board meeting to acknowledge mistakes in how transition was made in SilkStart
- Did not anticipate that would affect financial transaction for membership fees -- the system is now that NPCA collects and then remitted each month
- Once they realized it needed to be fixed, they've been working on it and Glenn acknowledged that it is also not desirable for them because they have to do administrative work for ~170 chapters
- Committed to make change as quickly as they can with Silk Start
  - NPCA is paying to expedite changes but will probably be 5 months
- Need for formalization of how affiliate groups and NPCA work together through Silk Start

*c. Ella*

- Will add FAQ page to website about how to make sure donations are documented for tax purposes

*d. Susan*

- Now NPCA is really focused on affiliates, treats them as equals, which is positive and very different from previously
- Lie Recommends to postpone long-term decision until next month to allow delivery of promised agreement from NPCA and vote at this meeting to allow the program to continue (with remittances being collected until the next meeting)

-Cassie motions, Glenn seconds, unanimous vote to operate under the now current SilkStart mechanism to allow NPCA to collect remittances until next month's board meeting where the board will vote on how to proceed

### **November 4 Offsite Strategy Session**

- Cassie will touch base with Meghan about possibility of lunch at alternate location (houseboat)
- Meghan is working on questionnaire to fill out before
- no dial-in available for this meeting, everyone to attend in person
- Feedback from previous planning meetings is that time was too limited

### **Open Seats: Santa Cruz/Monterey and SF representatives**

- process is more difficult to fill regional reps
- Christine Morris will be running for a board seat from SF in the next elections

### **Updates from board members:**

- Saturday Oct 14th Anthony putting together diversity event, trying to get Ken Honda from NPCA to attend event
- One person complained about picnic, she was wearing headscarf and someone asked her a question that she thought implied she was part of staff at picnic, Lila immediately responded, then Lie asking to discuss, but we've gotten no response.
- Lila suggested could do intros at beginning of event as a way to make everyone feel included and recognized, but it'll be difficult to integrate into time limited events
- Including diversity is important issue
- Thanks to everyone who supported picnic and made it such a success!

### **2018 Annual General Meeting**

- Bylaws don't specify a date or location for the AGM, we can decide where and when is best
- James (politician) offered to do something in Sonoma County but members don't want our AGM to support candidate
- History has been Palo Alto (2015), Berkeley (2016), SF (2017)
  - Probably shouldn't be in any of those 3 places
  - Should be kid-friendly (babysitters, activities, etc.)
  - Should be public transportation and car accessible
- Lie suggested San Mateo, Daly City, Millbrae (to be near a BART or Caltrain)
  - Millbrae most accessible
- Planning for sometime before May, avoiding holidays, spring break, bay to breakers
  - Maybe Feb or early March

### **Bylaws Committee**

- Will do another bylaws committee to draft updates to the bylaws that didn't make it into the last round
- Everyone: please review bylaws before next meeting
- After next meeting, Glenn and Cassie will work with Lie to set up the bylaws committee

### **Collateral update and request for additional budget**

- People love the shirts!
- Thanks to Jeff, Ella, Noah for work with merchandise and website
- Had approved \$1,000 and Lie asked him to spend additional amount 380.78
- Lie requested additional generic business card
- Jeff can order more banners (cost is about \$40 each)
- Jeff doesn't have any upcoming orders but had good sales at picnic
- Good inventory of current collateral: hats, t-shirts, mugs
- Also several orders from website, Jeff is working on shipping
  - might need to raise price of mugs to account for shipping
- People requested these items and people are attaching to identity of group!
- Goal with merchandise is at least to break even or earn small amount
- Jeff requested reimbursement of additional funds
- Lie motions for \$750 for Jeff to spend on collateral and reimburse him for additional amount he had already spent, Glenn seconds, passes unanimously

### **Budget**

- Terry is on vacation in Brazil but making progress with investments
- Had approved \$7,500 each in 4 funds for a total of \$30K but one fund no longer exists
- \$22,500 has been invested as 3 investments of \$7,500 each
- Next board meeting: will decide what to do about the remaining \$7500 to invest, probably into another fund that Terry recommends

### **Noah Updates from e-mail**

- He is working to improve friction between organizers for senior group
- Interns update: doesn't look like we'll have the capacity to manage an intern
- Volunteers: Noah needs in order to ask for volunteers from our list:
  - \* Description of the opportunity
  - \* What is needed from volunteers
  - \* Schedule/timing details (where/when)
  - \* How to connect (contact information or where to sign-up)
- For any organization that wants RPCVs from our network to volunteer for them my idea is that we require a member (board member or otherwise) to "sponsor" and be the point of contact for brokering that relationship. This person owns the responsibility of the relationship. It's not complicated, but this is just a minor screen. I don't want to push out cold calls for organizations

- Discussion on potential Atlas partnership: Noah will be the point of contact/sponsor for this relationship. Fellows will arrive in late September.
- If any board member is interested in being a guide or knows of other members who might be interested please send them my way.

### **Newsletters**

- Didn't print a whole lot to be environmentally-conscious
- Digital newsletter didn't allow for donations from people who have history of donating by tearing off form from paper newsletter
- Considering whether we should do mailing of paper copies
  - possibly to people for whom we have addresses but not e-mail addresses
- Ella will look into how many people have donated over last 10 years as possible group for mailing
- Will postpone discussion until we have date for AGM
- Will update newsletter when send out b/c includes announcement about picnic as future event
- Silver and Gold Members (not bronze members) have been mailed newsletters in past
  - List of people without e-mails is 1,700
- Ella and Kristen Will have cleaned-up mailing list for next round of mailed paper newsletters

### **Grants Committee**

- 3 submissions only for grants, we need to be doing a better job of getting the word out
- Holly will attend next Saturday's meeting so will have more updates at next board meeting
  - Grants Committee makes recommendations of how to disburse funds

### **Webinars**

- Holly working to hold Having a Health Webinar w/ RPCV nurse
- Connecting people interested in this issue
- Want to do webinars on other topics as well, let people know
- Holly will record webinars and work with Ella to make sure they are available on the website
- If you collect any video on behalf of NorCalPCA, must be stored with NorCalPCA: Ella, Noah, and Lie can help
- Don't want to create new YouTube channel because still trying to recover current one as part of our legal action against former president Will Spargur to force him to NorCalPCA assets he still has not returned since leaving the organization mid 2016.

### **Misc:**

- Recognizing efforts to be positive in board experience, NorCalPCA experience
- [Kristen motions to close meeting, Glen seconds, unanimous vote to close meeting](#)
- Next board meeting Sunday, October 8th, 1-3pm event will be short hike afterwards