

Attendees: Ella, Glenn, Terry, Noah, Jeff, Sandrena, Kristen, Lila, Michael

1. Comments re: Leadership Going Forward and a Succession Plan

- a. According to bylaws, Glenn would replace Lie
 - i. Glenn will steward President position until elections but does not want to be president (would be happy to be East Bay rep)
 - ii. Terry mentioned that structured approaches to leadership in other non-profits he's seen has been functional, i.e. Prez will be 2 yrs, and VP will be Prez in the next term, with idea being not necessarily having term limits but would have managed succession to maintain base of knowledge
 - iii. Lila suggested defining roles, having descriptions to clarify what is included
 - iv. Glenn will share passwords with Terry and Ella to make sure everyone is correctly updated
 - v. Terry does not want to be the only person listed on Wells Fargo and Fidelity accounts
 - 1. He would like volunteer to be on accounts

2. P.O. Box Key

- a. Glenn gave Terry P.O. Box key
 - i. We only have 1

3. Group Discussion re: How We Want to All Function Going Forward

- a. Ella mentioned need to fill Santa Cruz seat
 - i. Glenn brought up that they have functioning subgroup and might prefer not to actively participate as part of broader NorCalPCA group
- b. We have 2 applications so far to board for 7 seats
- c. We especially want to fill SF seat but can be covered by board if needed
 - i. Sandrena has been talking to people about filling the seat
- d. Glenn, Terry and Cassie need to fill out Google form and re-apply to board
 - i. Form is available on website
- e. Kristen does not want to serve as President but does want to remain on board, probably not in executive committee
- f. Glenn brought up idea from Lie that elections could happen before AGM
- g. Lila is interested in being president
 - i. Jeff mentioned making sure work is delegated
 - ii. Creating realistic expectations for positions, do not have to overpromise
 - iii. Kristen brought up possibility of co-presidency, which is not currently reflected in bylaws but could be done informally (VP description is vague)

4. Finances

- a. \$13,438 in Beneficial State Bank
- b. Has over \$1000 checks to deposit
- c. A little over \$7000 left in Wells Fargo
- d. Fundraising Update (Kristen)
 - i. Kristen sent out ~100 newsletters and personalized holiday cards as a fundraising appeal.

- ii. Total of \$2060 donations from December
- iii. Received \$1450 in returning donor contributions in December
- iv. Sent out 71 bumper sticker - got 70 donors!, most new since November 15th
- v. Total of \$4,475 donated online since November 1st, almost halfway to fundraising goal of \$10,000 for the year
- vi. Sold 1 backpack
 - 1. Suggest having for sale or using as higher tier membership reward
 - a. Do have patches on them
- vii. Discussion of updating membership tiers
- viii. Kristen will be doing fundraising full-time in her job now and may want lesser role in NorCalPCA fundraising for the coming months

5. Advocacy Guidelines

- a. Guidelines are finalized and available in Drive folder

6. Bylaws

- a. Sandrena mentioned how could be made easier to fill regional positions
 - i. Ella mentioned could have alternates so could fill in role
 - 1. This issue will be considered at a future meeting but not included in this bylaws update

7. Board Member Program Updates

- a. Michael will reach out to two people who have applied for board
 - i. Ella will send their contact info to Michael
- b. Lila will host February meeting
- c. Glenn asked for ideas about AGM theme or any other suggestions
 - i. Sandrena suggested festival of cultures
 - ii. Lisa Cudis could be suggested keynote speaker, founder of Kuli, Kuli or Paul Rice of Fair Trade USA
 - iii. Could focus on immigrants rights, orgs that work on acceptance of other cultures
- d. Jeff is potentially interested in technology coordinator role
 - i. Jeff will follow up with Glenn and Ella to learn more about role
- e. Sandrena
 - i. Has been talking to someone about diversity
 - 1. Will be having casual happy hour event in Oakland in January
- f. Noah budgeted for membership committee
 - i. Will be working with people outside board to grow membership (different than fundraising)
 - ii. Now have over 4000 members but out of a much larger pool of RPCV population in area
 - iii. Volunteer appreciation event next week
 - 1. Feel free to invite anyone who has helped you organize/run events

8. Thoughts re: Next Offsite

- a. April 15
- b. Terry offered to host

- c. Kristen will host March 10 board meeting to vote on new executive committee, who will then organize/help to organize offsite
9. Glenn motioned to adjourn, Jeff seconded the motion, unanimously approved