



Northern California **PEACE CORPS** ASSOCIATION

NorCalPCA Board Minutes

May 13, 2018 3:30-5:00pm

San Francisco, California

Meeting facilitated by: Holly Uber

Meeting hosted by: Sandrena Frischer

Minutes taken by: Sandrena Frischer

Board Director Attendees (in-person):

Holly Uber

Christine Moore

Jenna Smith

Kathleen Campbell

Nancy Beam

Noah Brod

Sandrena Frischer

Board Director Attendees (virtual):

Michael Hotard

Elizabeth Dowell

Derek Owens

Jeremy Karnowski

Board Directors Absent:

Jeff Zundel

Terry Vogt

Glenn Anaiscourt

Lila Holzman

Jesse Schofield

Quick votes (3:30 - 3:40)

- Vote on and review [Group Agreements](#) - passed unanimously
- Vote on [April minutes](#) - passed unanimously

Board member updates (3:40 - 4:00) [Noah]

- Nancy: Has been looking in to how we're doing community service - how do we want to increase outreach about events?
- Noah: 40-50% success rate in surveys, which is pretty good. Is this something we can do better? If you have suggestions to Noah for how we can improve the survey, let him know!
- Kathleen: The newsletters is getting started! Anyone else want to contribute or feel strongly that there are other topics to be contributed. A list of topics will be contributed by May 21. Target date for submission of articles is June 11. August 1 is the goal for the final deadline.
- Congrats and Thanks to departing board members: Terry (August), Sandrena (July), Cassie Burdyslaw (immediate), Michael Dyett (immediate)
 - Noah reviewed some of the protocol regarding filling positions ([Bylaws](#) Article 3.9 (d) and also maybe (c) regarding vacancies) All of the people leaving are regional board reps for San Francisco or North Bay.
 - At-Large Directors can switch to regional if they're in the region. Jenna offered to switch to Regional to free up at At-Large place for Jeremy.
 - Vote to come will be on: Christine & Jenna becoming SF Regional Reps, Jeremy becoming At-Large.
 - **Vote Results (Unanimous):** Christine & Jenna will become SF Regional Reps, Jeremy will become At-Large. Congratulations!
 - While surprising, we are happy that those departing worked and are working to help fill their seats. This is a reminder of why it is important to build a strong community and a deep bench of alternates. Life happens and we thank all of the leaving members for their hard work to grow the association.

Roles to fill (4:00 - 4:20) [Noah]

Noah reviewed the various job descriptions.

- Treasurer: [Job Description](#) - Jeremy is interested and will speak further with Terry Vogt.
- Secretary: [Job Description](#) - Christine Moore is interested, and board voted. **Vote Results (Unanimous):** Christine voted as Secretary.
- Grants Liaison: [Job Description](#) - Nancy is interested and will speak further with Marilyn and Sandrena.

Time to check in with [focus area teams](#) (4:20 - 4:50)

- Breakouts between all of the different group areas. A brief but effective check in on various projects.
- Consensus was that the breakout meeting style using Zoom and in-person was productive worked for the board.

Website content updates for focus areas (4:50 - 4:55) [Noah]

- If you're the lead for an area, check the corresponding area on the website and make sure it's up to date and accurate. If you make changes, let the board know at the next meeting.

Summer Picnic (4:55 - 5:00) [Jenna]

- Jenna made an Events 2018 folder in Google Drive to start planning the annual picnic. She has already mapped out a timeline of things that need to happen prior.
- Proposed date: September 9th
- Proposed location: Angel Island.
- Proposed activities: Free & fun. Possible treasure hunt or potluck.
- Jenna will investigate if we can get a bulk price discount for the Ferry. Logistics will be streamlined to make it as straightforward as possible.

Grants Outreach (5:00 - 5:05) [Sandrena]

- Keep an eye out for a blurb on the Grants that can be shared on social media - please anticipate this and share with your networks! Applications are due August 31.
- The website will be updated to include information regarding PCPP process. Due to the more extensive nature of this process, prospective grant applicants should start working on their applications soon.

Discuss [inventory storage](#) (5:05 - 5:15) [Noah]

- Noah and Lila cleaned out Glenn's garage. Thanks Noah and Lila! All of the inventory has been consolidated into 2 boxes.
- If you have physical inventory, please update the list at the above link.

Tech Check In (5:15 - 5:20)

- Make sure everyone got the google calendar invites.
- Remember that even if you can't be there in person, try to call in.

Wrap up (5:20 - 5:30)

- **Action items for all:**
 - Check your area lead page on the website and update your corresponding section.
 - Do you know anyone in the North Bay who could be a good candidate for the board? Have them reach out to Noah or Lila.
 - Topic submissions for the Newsletter are due to Kathleen by May 21. Please see the attached list of possible topics, and follow up with Kathleen if you have any questions.

Parking lot:

- What do we do with photos? Possibly store in Google Drive.

Upcoming events:

- Recently-returned annual picnic in Berkeley on June 2. Board members are encouraged to come!

Holly motions to adjourn the meeting. Noah seconds the motion. The meeting is adjourned at 5:25pm.