

NorCalPCA Board Meeting Minutes

October 2017

Attendees: Lie, Ella, Noah, Holly, Terry, Jeff, Kristen, Sandrena (visiting member Christine)

Minutes taken by: Cassie

1. Christine is interested in joining board:

- Served in China '12-'14, teaching English, also enviro work
- Met Lie and Noah at happy hour meetup, interested in career services, helping RPCVs
- Board invited Christine to attend strategy session in November
- Will be doing recently returned Thanksgiving dinner - posted and already has several RSVPs
- Need to e-mail individual invited to RPCVs who've returned within last 6-12 months (can be 18 but space is limited to ~30 people) - Ella/Sandrena will help; held at Paul's house
- If we meet recent RPCV, get their e-mail address so we can be sure to invite them personally

2. Grants Committee Recommendation:

Grant committee requests that the NorCal Board of Directors vote to approve the release of grants funds for the 2 projects described below, totaling \$3,000.

- a. \$2,000 to Save the Rivers to build a pontoon and jetty for the Long Ekang community in Sarawak, Borneo. Save the Rivers is an indigenous-led grassroots organization and a partner of the Borneo Project, located in Berkeley, CA. NorCal members Liz Varnhagen and Bruce Moen are active in the Borneo Project. The NorCal Grant would be used to purchase materials.
- b. \$1,000 for the composting latrines project in Alto Playon, Darien Region, Panama. The 280 inhabitants live on an indigenous reserve and follow a subsistence life of farming, fishing and hunting. This project was proposed by NorCal member Moiz Kapadia, RPCV Panama, who served there in 2010-2012. We will hold NorCal funds for this grant up to July 31, 2018 for Moiz and his team to raise \$1,000 additional monies. If the outside support is not received, the funds will be returned to Grants.

-Lie motion to approve grants committee recommendation, Michael second, approved unanimously

- Will be strategizing how to make sure people know to apply to get more grants, didn't give away all money that had available for grants
- Calendar is main cost for grants program, Terry recommends absorbing small cost from Stripe program - if we absorb, can let people

-Terry motion to approve NCPCA to cover administrative costs of grants program, Michael second, board unanimously approved

3. End-of-Fiscal-year Financial update and FY 17-18 Budget:

- New fiscal year, need to have budget under which to operate
- We have ~\$47,000 combined in investments, Wells Fargo and Beneficial (Wells Fargo being phased out to new bank, Beneficial (B Corp)), Terry to finalize FY '17 numbers and get exact close of year amounts
- Lie will pick up a bunch of beneficial bank deposit slips to give to Susan and Pete for grants program donations
- Wells Fargo account will be closed as soon as everything is transitioned over and we no longer are using it, goal is complete transition by end of year or early 2018
- Previously voted to put \$30k in rainy day fund, still have 7.5k to invest

-Terry recommends to the board for the balance of our investment fund is to split the \$7,500 among three to five funds which have as their objectives a positive social impact. Such funds are Parnassus Endeavor Investor (PARWX), Vanguard Social Index Fund (VFTSX), Walden Equity (WSEFX), and Domini Impact Equity Investor (DSEFX).

-Lie motion for board to empower Treasurer to invest 7.5k as he sees best, Kristen second, unanimously approved

-MAJOR AWESOMENESS: although we expected budgetary losses from switch to free membership model, turns out we actually ended up net positive for FY '16-'17! Well done everyone!

-Ella will make available the transaction record that reflects how many donors have given, type (i.e. many small donors, big donors, etc.)

4. Fundraising update and discussion of possible fundraising opportunities:

-Terry, Lie and Kristen had separate fundraising meeting

-Plans:

-Will do cyber Monday and giving Tuesday

-Have dinner where part of proceeds will be hosted and 25% of funds will go to NCPCA
- Will do multiple events, at least one in SF, East Bay and South Bay

-Model is like NPR, bother people for a couple weeks then leave them alone, a cycle every few months

-People don't give unless you ask them

-Will be extending newsletter outreach

-considering sending out patch with \$20 donation level

-Noah volunteered to lead offsite talk about resetting level of schwag with donation

-Kristen announced refugee event at Commonwealth Club event in January

-Sandrena and Kristen will talk before November meeting to facilitate

5. Update on Diversity Event:

-Anthony was scheduled hosting event next month but he has a job that requires working afternoon/evenings, and he has just accepted a job in Wisconsin

-Board will update again next month on event and Anthony's position

-Lie will discuss with Anthony if he has suggestion for potential next chair of diversity

6. Update on speakers match and collaboration with world wise schools:

-We have a speaker request in Berkeley

-Jeff setting up new e-mail system where people can unsubscribe

-Have RPCVs who want to do speaking but are not necessarily interested in doing the work to set up

-Instead of Michael managing finding speaking opportunities individually, discussion about whether can set up a small team of volunteers to be finding speaking engagements

-Can we scale by turning over matching to Peace Corps?

7. Advocacy update:

-Lila confirmed Board signing onto NPCA drafted letter to President Trump supporting funding for Peace Corps

-Cassie and Lila drafted Guidelines for Board to Take Advocacy Actions

- Cassie will e-mail draft guidelines to board
- Any board members with feedback can contact Cassie or Lila

8. Volunteering: update on status and how the volunteer sign-up system works now, discussion on if/how we could improve.

- Volunteering section of website has survey that allows people to opt into volunteer segments/levels of involvement
- Noah receives an e-mail anytime someone fills out that survey and he connects them with the appropriate board member(s) based on their interest
 - looking into making this process less manual, i.e. Lila has e-mail list set up for advocacy and could set up mailing lists for other volunteer interests

9. SilkStart Updates including NPCA/SilkStart configuration and process issues we discussed at last board meeting:

- received an initial "work in progress" first draft of the proposed written agreement NPCA President Glenn B. promised at last month's board meeting would be coming.
- Lie does not believe ready for the board to review and vote on
- When have draft ready, Lie will ask Glenn A. and Cassie to review and decide if they want to have an external lawyer review it, and then will send the final draft to the board for everyone to review.
- Lie also still in the process of researching costs and feasibility of other options.
- Lie recommends we vote to wait another month and then discuss pros and cons of all options at the strategy offsite before making any longer-term decisions
- Lag time is multiple months to get issues addressed through SilkStart
- Terry voiced that 90% of issues on SilkStart has, Terry would be surprised if other commercial options are better
- Big problem: Need to ID fiduciary responsibilities and be aware of that more so than technical side of issues, NorCalPCA must retain control of how \$ is handled
- Lie motions to stay under current SilkStart system until consider how to address SilkStart issues next month, Jeff seconds, unanimously approved**
- Lie wants to make it clear that **none** of SilkStart difficulties are a result of Ella or her shared role between NCPCA and NPCA

10. San Jose Update:

- Had happy hour in San Jose, about 15 people came, all had heard about it from newsletter
 - Board should be thinking about to better support San Jose community
 - Maybe Michael can help find board member in area for longer term support

11. Thoughts from 10,000 ft for Upcoming Strategy Session:

- Meghan facilitating off-site
- Large board and many new members of board to sync with
- Board has generally been more reactive instead of proactive in the past, this session is an attempt to change that
- Trying to set stage for strategy session to improve opportunities we are offering to RPCVs
- Advocacy ex. can be doing more micro advocacy (state, SF level)
- Board members will be getting survey soon

-Asking for surveys to be filled out at least a week before offsite meeting on Nov. 4th

12. Collateral Update:

-Started sales online a month and a half ago

-As soon as order comes in Jeff will mark as processing

-Jeff doing fulfillment once per week

-Jeff will look into additional shipping options

-A lot of people who are buying things are in close range, so Jeff is considering delivering some packages himself

-Noah will talk with Jeff about finding volunteers to help with collateral

Kristen motion to close meeting, Michael second, unanimously approved