

GeekGirlCon Board Meeting
October 19th 2017 Meeting Minutes

GeekGirlCon Board Meeting - 2017/10/19 - 6:38 pm - 8:20 pm

Location: zoom.us

Attendance:

Board Members present: Katrina Lehto, Terra Clarke Olsen, I-Wei Feng, Sharon Feliciano, Bridget Brave, Madalyn Gordon

Absent: Ethan Schoonover, Jeanette Hotes-Aprato (Interim ED)

Staff Member(s):

Other(s):

Minutes prepared by: I-Wei Feng

Meeting convened to order: 6:38 pm, moved by I-Wei and seconded by Kat.

- Introductions
- Approve September Minutes. Kat moves to approve September minutes, Sharon seconds.
- Board Candidate Deliberation and Voting. Kat gives overview of each candidate and we share our impressions.
 - Alexandra Geneser - Kat motions to vote Alexandra onto the board, I-Wei seconds. Unanimous yeas. No abstentions.
 - Monica Reinmiller - Kat motions to vote Monica onto the board, Sharon seconds. Unanimous yeas. No abstentions.
- Board Development Committee reports (Kat)
 - 3 candidates in application process
 - 3 candidates interviewed and recommendations for each
 - Terra leaves meeting at 6:49 pm
 - We optimally want 9-11 on the board, so we're still accepting applications.
- Community Stories and Self-Directed Learning
 - Bridget talks about being an Agent. Working in the Expo Hall was a good day, would like more training on checking people in as a suggestion for future improvements. When we were ushering people to leave Expo Hall at the end of the day, the attendees didn't know that was what was being asked.
 - I-Wei shares a local resource -- Rainier Valley Corps <https://rainiervalleycorps.org/>, a local non-profit which serves

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other non-profits in HR and operational support. Also publishes blogs on how to lead and work in non-profit.

- ED Report (Jeanette) - tabled
- Financial reports (Terra) - tabled
- Officer Elections - Did not have quorum to vote.
 - Vice President
 - Secretary
- Board member - inactive board member to be voted out after 3 consecutive absences from board meetings. Did not have quorum to vote.
- Executive Session started at 7:08 pm, ended at 7:39 pm.
 - HR matters
 - New ED search and budget support
- Suggestion box - no new submissions
- Bylaws review & amend (I-Wei) - have a group meet up in person to work through. I-Wei will schedule and send invites before next board meeting.
- Board procedures for addressing grievances, investigations, documentation (I-Wei) - Suggest for board members to search for best practices. A Google Drive document has been created to deposit resources and information before discussion for our next board meeting.
- Board procedures for matters requiring urgent action, i.e. how to proceed if meetings do not have quorum or deliberations/voting do not reach $\frac{2}{3}$ majority. (I-Wei) - Suggest for board members to search for best practices. Could be incorporated into bylaws. A Google Drive document has been created to deposit resources and information before discussion for our next board meeting.

New Business

- Con Outcome - will discuss at Con Retrospective
- Policies & Procedures
 - Fiscal accountability and reporting. We need to put together processes for expense approvals, and documentation. Discuss forming a task force, composed of staff and at least one board member. Meet to discuss outline and process, then present it to the board. Katrina moves to re-form Finance Committee, I-Wei seconds. Katrina will email invitations to appropriate candidates for committee, I-Wei will oversee communications until a chairperson is chosen.

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- Retreat goals and desired outcomes - I-Wei emailed managers to get suggestions on desired outcomes.
 - Have a deeper conversation about Mission and Values, where they align with the needs of our community and where we seek to be more inclusive. Work with inclusion facilitator to develop inclusion workshop as well as ongoing training, Sharon is taking lead in communicating with inclusion workshop facilitator.
 - Discuss what professionalization and structure is needed to achieve greater accountability, as well as greater support for staff to do their best work.
 - Find the best facilitator for the remainder goals, currently have 3 referrals. I-Wei will reach out to get a sense of cost, Board will make a decision via email.
- Distribution and use of content recorded at GeekGirlCon convention; licensing options available. Just need the language around it, it is already understood that it is Creative Commons as long as they're not using our trademark. Tabled.
- Thank you Katrina!

I-Wei moved to close meeting at 8:20 PM. Kat seconded. Meeting adjourned at 8:20 PM.