

NEUAC Fall Board Meeting

9/23/2020

- Pre meeting
 - Katrina provided a tour of NEUAC insider including NEUAC board and executive committee members, and reports
 - Orientation and recording
 - Regions
 - By-laws
 - Board Meeting materials
 - Erica took roll call for the ones on the phone could see the photos for those with Camera on
 - Attendance – Ariel Drehobl, Billie Kaumaya, Bridget Doran, Britton Gabel, Chere Coleman, Cheryl Stowell, Colette Harrell, Connie Sanchez, David Conn, Dave Rinebolt, Debra Moss, Debbie Brown, Edith Baltierrez, Edward Gingold, Erica Lambert, Faye Kinner, Frank Rapley, Gerri Drummond, Haly Laasme, Ian Gray, Jacquie Moss, Jacqueline (Susie) Holmes, Jenn Whiting, Jess Jubran, John Godfrey, John Keeney, John Rich, Kathy Kerr, Katrina Metzler, Keelie Gustin, Kelly Caplan, Kim Campbell, Kim Rikalo, Liz Berube, Lorena Shah, Maria Delaplain, Mary Wilkins, Michael Bell, Mike Bradford, Mike Sullivan, Patrick Strickland, Paul Griffin, Rhonda Harper, Sarah Schaffer, Scott Thach, Sheila Ruffin, Sheila Pressley, Silvia Aldana, Steve Whitworth, Tanasia Poke, Tanya Jones, Zoe Ahlstrom
 - Arriving late – Celia Andrade, Bonnie Temme, Kathryn Maddux, Brian Caudill
- Approve Minutes – Rhonda Harper
 - Welcome from Rhonda
 - Established we have a quorum and called to order
 - Motion to approve by Chere Coleman & Kathy Kerr 2nd the motion
 - Motion is approved, no Nay's or abstain
- Parliamentary Role – Rhonda Harper
 - Kelly Caplan has been our parliamentarian but has changed roles/companies. Moved from governing board to advisory board.
 - Typical not on governing board from Attorney advise
 - Kelly is willing and able to stay in role
 - Motion to keep Kelly in the role
 - Steve Whitworth motion to keep Kelly & John Rich 2^{nds} motion
 - Motion is approved
- Finance Report/Audit/990 – Mary Wilkins
 - Mary advised financials on insider page, but had Erica provide summary pages
 - Building assets over time, have lost some due to pandemic down about \$30K
 - -\$63K in reduction in cash – 7.4%
 - Cash in 4 accounts at 2 institutions
 - Moving to insured cash sweep account is being pursued
 - Liabilities are smaller than last year. = 1.1% of total cash “really good position”
 - 2019 profit and this year a loss, but we are still in the positive of \$13.5K

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- Conference impact = net is a deficit of \$58K loss from conference
 - We need to charge about \$100 more to make a profit
 - Not clear of the impact of the short term turnaround to go virtual and the impact with the additional work from MSI
- Motion to approve Financials
 - Rhonda Harper motion to approve & John Rich 2^{nds} motion
 - Motion is approved
- Audit – just completed 2nd annual audit
 - 1 repeat finding, but that is because they found mid-year, so we were not able to correct it
 - Has since been corrected, but was still a finding for this year
 - Recommendations were also included
 - Motion to approve Financials
 - John Rich motion to approve & Kim Rikalo 2^{nds} motion
 - Motion is approved
- 990 Financial statement – completed by Wagner
 - Motion to approve 990
 - Chere Coleman motion to approve & Dave Rinebolt 2^{nds} motion
 - Motion is approved
- Finance and Audit Committee goals for the coming year – Mary Wilkins
 - Insured Cash Sweep
 - Effective communication – asked for feedback
 - Discuss and recommend policy to the board regarding asset retention
- Presentation of the 2021 Budget – Katrina Metzler
 - Katrina reviewed the 2021 budget, suggested to view in insider page
 - Included Onsite and Virtual conference, due to the unknown
 - Thanks to Frank Rapley = \$50 up from \$25K
 - PG&E = \$45K
 - Rhonda asked about Grants, is there something we can apply for that might help us. Katrina indicated always willing to apply and interested. Would entertain.
 - Hoping to increase membership, due to increased membership goals. Projecting 5% increase
 - Did not include an intern to help with budget, and may be able to reduce cubicle to maybe reduce rent
 - Increased contract for Brigida – to cover advocacy
 - Katrina explained the cancelation implications and costs, if we must go virtual and need to cancel San Diego. Will negotiate the cancellation fee. Celia asked about the state mandates and when do we need to notify the hotel. Virtual shows a loss but only because we must pay a fee towards a future conference
 - Motion to approve 2021 Budget
 - Celia Andrade motion to approve & Mike Bradford 2^{nds} motion

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- Motion is approved

- Attorney Amendments – By laws – Rhonda Harper
 - Last meeting, we approved the bylaws with the idea that the attorney would review. If the attorney found anything we would bring back to board. We did receive some changes.
 - Dave Rinebolt recognized Rhonda's leadership for this effort
 - Summary of major changes from the attorney – Rhonda reviewed
 - Motion to approve By laws with Attorney Amendments
 - John Rich motion to approve & Cheri Coleman 2^{nds} motion
 - Motion is approved

- Committee Updates

Executive – Committee report

- Voter voice software = \$9.5K includes the app
- Executive Director Review (Met all goals & exceeded some) 6% increase to salary retroactive to 1/1/2020
- Committee Chairs appointments 2020/2021 – merged membership and fundraising, typo on Fundraising/Audit should be Finance/Audit
 - Motion to approve Executive Committee decisions to ratify
 - John Rich motion to approve & Bonnie Temme 2^{nds} motion
 - Motion is approved with Steve Whitworth abstained from voting on Executive Committee recommendations Conference
- Move of planning meeting to December 2 (drop dead date for virtual or in person)
- Content areas replace tracks
- Planning Committee replaces Track Leaders.
 - Motion to approve conference planning changes
 - Kim Campbell motion to approve & Maria Delaplain 2^{nds} motion
 - Motion is approved
- Membership/Funding – Changes to membership form and Sponsorship
 - Motion to approve membership & Sponsorship form changes
 - Sarah Schaffer motion to approve & John Rich 2^{nds} motion
 - Motion is approved

- Public Policy & Advocacy – Recommendations = LiHEAP action day goes virtual and Hill Briefing – Jess provided updated
 - Lots of uncertainty with the potential change in justice and the presidency
 - Early stages of virtual briefing planning
 - Motion to approve recommendations LiHEAP action day to go virtual
 - Sylvia Aladana motion to approve & Mary Wilkins 2^{nds} motion

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- Motion is approved

- Site Selection Committee update from Rhonda
 - Met last week
 - Hotel industry has been hit hard, furloughs, and layoffs but keeping attorneys,
 - More stringent in holding to contract
 - May need to pivot to 2023 for Sand Diego Conference
 - Looking at documents to see if anything needs to be updated

- Executive Director's Report
 - Last year with MSI but will get us through San Diego conference, but will then need to do RFP
 - \$9-10K for a contract with CVENT where we received nothing. So going to cancel.

- National Partners Announcements – Nothing to report

- Board Member Announcements/ Any other Business – Nothing to report

Meeting was called to adjourn at 3:39 EDT by Rhonda Harper – no motion

Next Board Meeting December 1, 1-4 EDT – Virtual Meeting