

Jan 2024 MEETING MINUTES

Meeting/Project Name:	January 2024 Board meeting		
Date of Meeting:	Jan 7th, 2024	Start time:	2pm Eastern (UTC-5 hours), 12 pm Mountain, 11 am Pacific
Location:	Zoom	End time:	4:20 PM
Chair:	Anne Jones	Minute taker:	Ashley Hasty

1. Meeting Objective(s)

Conference update and start up 1st year strategic plan for 2024

2. Attendance

Present			Apologies
Mariyana	Ashley Hasty	Anne Jones	Arysa Nelson
Pamela Salling	Diane Kessler		

3. Agenda, Decisions, Issues

Topic/ Discussion notes	Discussion led by
<ol style="list-style-type: none"> Roll Call Call to Order Action Item: Approval of October meeting minutes- Ashley motioned to approve, Diane seconded. Whole board approval Action Item: Introduction and Installation of new board director: Mariyana- Motioned by Pam, seconded by Ashley. Whole board approval Financial update (final 2023 financial review- budget compared to actuals)- Pam states everything is on track the accounts are set up and fundraising is on track 	<p>Anne</p> <p>Pam</p>
<ol style="list-style-type: none"> Mariyana questioned how fundraising works for her, since she is in Europe, since she resides outside the U.S. - Anne stated she will have to check the local laws in her country Strategic plan 2023 end of year update- no questions or concerns raised Strategic plan for 2024 discussion (first year start- up strategy) - discussed the differences between family blogs and newsletter and whether it might not be better to combine the two in order not to bombard our families. Discussed year end newsletter and regularly do the family blog. Discussed how the finances will be distributed and used. Where do we want to put our fundraising efforts? 1. Natural History Study/Conference 2. General Maintenance 3. Family Assistance Action Item: motion to approve fundraising priorities: Ashley Seconded by: Pam Diane questioned what platform we might use to fundraise? GoFundMe or through our website. Anne said let's plan a public zoom call for all potential donors "29 for 29" slogan to incentivize. Pam questioned what the fundraising deadline was for the March conference, Anne said there was some flexibility, but no hard and fast date has been established. Can we talk to the wolverine foundation about matching our donations? Anne will reach out to Amy McCoe Action Item: vote to approve strategic plan for 2024- Motion to approve by: Pam Seconded by: Ashley 	<p>Anne</p>

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<p>15. Conference update- Diane reserved the Trolley in Boston for a city tour for Saturday March 23rd 2024, She spoke to The Yard House restaurant for Friday the 22nd 2024 for dinner. stated the adjusted price is \$4,000. Checked into catering options, Solid Ground Cafe or Harvest Cloud Cafe for during the conference itself.</p> <p>16. Anne stated information about the details of the conference and study will go out to families this week after Anne and Diane have finalized all of the meal ideas.</p> <p>17. Establish meeting schedule for the year- Move the meetings to a weekend day, 10 months out of 12. Next meeting Feb. 4th 2024</p> <p>18. Set additional conference planning meeting as needed</p> <p>19. set meeting for Dr. Chung- Anne will reach out to Dr. Chung about her schedule to schedule a meeting with her.</p> <p>20. Action Item: adjournment- Motion to Adjourn: Ashley Seconded by: Pam</p>			Anne, Diane, Arysa
4. Action Items			
Action	Responsible	Due Date	
These can be added as the meeting progresses or this section used as a summary when the meeting has finished.			
5. Next Meeting			
Date:		Time:	
		Location:	
Objective(s):			