

## Apogaea Board Meeting - July 2017

### Agenda

July 16, 2017

3:00 pm, Fusion Factory

#### I. Introductions

#### II. -People in Attendance/Quorum

Patrick, JC, Christine, Jordan, Dana, Bravo, Kristen, Erik, Meg, Dirty Dave

#### III. -Public Comments

None

#### IV. -Officers' and/or BOD Reports:

-President - Prioritizing land search, considering incentives for those who find prospective land

-Vice President - None

-Secretary - None

-Treasurer – Treasurer's report and balance sheet were shared. Not all reimbursements are in, but it looks like we should be fairly close to the \$200K budgeted for this year's event.

-Dana - Raised idea of advertising for land search outside the community. Try a large social media push in our community first. Dana will write up a post regarding land search for the community. Possibly enlist realtors in search? Checking with the remaining counties on permitting possibilities. Noted population concerns with regard to budget; if we cap population much lower, it does affect our revenue.

-JC - BOD elections are posted. 3 year terms. We technically have 4 open positions. Suggestion: Take on 2 BOD members now and then take on more after the 2 new members have been on-boarded, in order to allow new folks some time to ramp up.

#### V. -Key Vacant Positions

Onboarding Lead

#### VI. -Notes

1. **Ember Reports and Census** - Send Dana the list of who didn't fill out Ember Reports so she can send personal emails - JC will do this
2. **Returning Ground Control & Ignition members: Please let your Board Liaison know you want to come back.** BOD will touch base with all leads and ask leads to let us know who on their teams wants to return. Start recruiting in August for non-filled positions.
- 3.
- 4.
- 5.

#### VII -Timeline Check-In:

Board nominations, board elections: Guywire has been appointed Elections Supervisor. Call for nominations has gone out on social media and email. Nominations are July 15 – August 1. Elections are August 2 – 15.

Year-end financial report: Jordan is awaiting final reimbursement requests.

Thank you notes – Kristen will coordinate with Bridget.

#### VIII. -Other Items

- Ratify meeting minutes from June - done
- Trailer Storage Issue - Patrick has a friend who can house the trailers so we do have an interim option while we figure this out.
- Sound and video during meetings for remote users? Options/ideas? Kristen will research.
- Retrospective minutes review (if there is anyone present who could not attend and would like to know what was covered) - Kristen will summarize for Diane to send to ignition
- Schedule a time with Christine to go through her projects and review everything she's done

#### IX. Process of Ratification of New Members –

Feedback on changing this process? - How do we want to do this moving forward?

Ideas:

Make ignition positions 2 years instead of 1 year for more continuity?

How to handle rolloff - Better communication around dates, what it is, etc. Give more notice. Contact everyone who is due for rolloff directly, via personal email, phone, etc.

We need to change the contact info form to allow ratified individuals to fill in their own contact info; leads have consistently stated that this is too time consuming for them to do for all of their positions every year. Is there a way to allow returning ignition and sparks to check the contact info we have on file

for them and only update if needed?

We need to set a rolloff date that allows us to recruit people into positions in a timely manner. Bylaws states that rolloff is October 31; make this earlier? Dana noted that we could decouple ignition rolloff from email cutoff, to give members more overlap with communication.

JC's proposed ignition requirements:

1. Check Apo email monthly August-January & at least weekly February-July
2. Review monthly BoD meeting summaries
3. Attend quarterly department meetings (in-person or via video conference, as arranged by Department Lead) - BOD can host meetings for leads. Kickoff meeting in fall, ground control retreat in January, Ignition retreat in spring.
4. Attend/participate in annual Ignition Retreat (March?)
5. Report updates on tasks & deadlines to Department Lead
6. Complete Ember Report after the event in June

X. -Upcoming Events

-Volunteer appreciation on October 21 – details to follow.

XI. -Next Meeting Info

August 13 11:00 AM at Dana's house (dana.shier@apogaea.com for directions)