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| **Attendees:** | | | | |
| Kelly Matthews X | Nicole Waltemath X |  |  |  |
| Stephanie Gyldenvand X | Brenda Haines |  |  |  |
| Peter Westort X | Melissa Weyland (excused) |  |  |  |
| Paul Van Auken (excused) | Za Barron (excused) |  |  |  |
| Brenna Root X |  |  |  |  |

| **Topic** | **Facilitated by:** | | **Discussion** | | | **Actions** |
| --- | --- | --- | --- | --- | --- | --- |
| Call Meeting To Order | Kelly | | Kelly called meeting to order at 6:37 pm. | | |  |
| Member Comment | All | | Welcome Peter | | |  |
| Approval of Minutes | All | | Nicole motion to approve minutes from 9-13-17 meeting. Stephanie 2nd. Minutes approved. | | |  |
| Treasurer’s Report |  | | No report at this meeting. Peter Westort was appointed to fulfill Lawrence’s position on the board by vote via Basecamp; motion carried 9-21-17. Peter was then appointed by the board to the position of Treasurer via Basecamp with motion carried on 9-24-17. Lawrence and Peter were meeting the weekend of 9/23 to discuss duties.  Mail:   * $50 donation from Amber Martin, 4 imprint (10 year anniversary gift donated) * Seed Grant work is complete, last reimbursement received.   Books/Taxes: Nothing to report, last month’s posted on basecamp | | | Brenda will secure access to BaseCamp for Peter.  Kelly will continue to pick up mail. |
| New Members |  | | Not updated due to transition of Treasurer position; new members have come through NationBuilder but not on database yet.  Andrea Krueger Anna Hersey | | |  |
| 2018 Budget |  | | Nicole created budget. We need to look at it as a Board and decide what we need to put into our budget | | | 2018 budget needs to be discussed at next board meeting, policies, too.   Everyone: Review budget and policies before next meeting!!  Nicole will have time at next meeting |
| Standing Business |  | | **Standing Business** | | |  |
| Membership |  | | **Fall Member Benefit Event – Titan Gold**  Requested report for Titan Gold, September 16th, Allison’s report: sold between 65-70 bags of compost! Will be getting check soon.  **Fall Membership Event**  Trivia Night/Pizza with Poco? Planning committee needed. Kelly meeting with the Grand to see if this fall would work for a meeting space at the Grand. Weave in kid-friendly piece for event.  **Annual Meeting Plan** date scheduling and planning committee needed | | | Kelly meeting with the Grand to see if we can do a fall event.   Kelly will add annual meeting to retreat agenda item. |
| Grants |  | | Bowers grant update; feedback given about amount and what was asked for. | | | Stephanie will reply to email from NationBuilder |
| Communications/Tech |  | | **Data Entry** brainstorm text for intern  **Bad emails from eblast  Letterhead creation** requested quote from DPI; posted prices VistaPrint without discounted; created two proofs to review | | | Kelly will reconnect with data entry   Brenna will do initial review of bounce list, schedule tech team meeting  Kelly will post DPI quote |
| Business Plan |  | | Reached out to Courtney and JH for resources/support for next steps, will plan dedicated board meeting once more is known about how to proceed | | | Kelly will forward to Peter for review |
| Board Retreat |  | | November 19th 8:00am-4:00pm | | | Bring pot-luck item, vegetarian friendly please! PUT IN CALENDAR! |
| Board Recruitment |  | | Online voting system?   Condensed version of board bios  Questionnaire | | | Stephanie will look into online voting systems – Chicago Market and Clipper CityIntentional conversation at next meeting – representation on board  Kelly will look at board questionnaire |
| NDC |  | | NDC is expanding, second location near Walmart, will keep other store downtown open. Korger taking over Pick N Save, just keep these things on our radar | | |  |
| Plan for yard sign distribution |  | | October 14th – pick up sign at Farmer’s Market  Sign Squad - deliver on October 14th?  Roy emails Sign Squad interested volunteers, will get logistics figured out, All Members Emailed, respond with address and coordinate which sign squad volunteer would deliver sign.   Local delivery | | | Kelly will coordinate with Roy. Roy coordinate/ collect names and addresses of members, plant yard signs   Kelly will draft eblast for yard signs |
| Outreach |  | | **Farmer’s Market:** requested volunteer coordinator monthly report **Holistic Moms Network** new date needed Bartelt Acupuncture at 3:30pm. Brenda or Kelly Jan 5th  **Need volunteer**  Winnebago Mental Health Institute October 18th from 10am – 3:30pm (Wednesday); Need 11:45 – 2:00 shift  **For your information – no discussion:** KC Potential Membership Drive Gallery Walk, Studio 3, October 7, Za/Stephanie covering | | | Peter will pencil in 11:45 – 2:00 shift, Paul will connect on location |
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| New Business |  | | **New Business** | | |  |  |  |  |
| WRC Employee Health Fair |  | | October 26th 11:00 – 3:00 | | | Kelly will attend |  |  |  |
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| Adjourn | All | | Brenna made motion to adjourn meeting. Stephanie 2nd it. Meeting adjourned 8:32pm.  Next Meeting: Wednesday, 10/11/17, Kelly’s House | | |  |