

RECOVERY DHARMA BOARD OF DIRECTORS
3:00PM-5:00PM ET SUNDAY SEPT 13, 2020

Board Attendance: Kris, Joel, Kara, Amanda, Lacey

Scribe: Lacey

Time Keeper: Kara

Facilitator: Kris

Topic	Details	Action Items
Minutes	Kris makes motion to approve minutes from 082120 meeting, Joel seconds, motion passes unanimously.	
Agenda Review 5 min		
President <i>Kris</i> 15 min	<p>-President's Report Discusses Board Committee structure and moving Board Development into Governance. The Exec Committee met and going forward will meet monthly to discuss agenda items. The goal is for Committee and Officer reports to be done and presented in this meeting.</p> <p>-Fundraising Committee has been added to the Committee structure with Kris leading it.</p> <p>-Election Subcommittee will be formed within Governance Committee and will implement the Board Skills Matrix to identify skillsets needed. Suggested that election be moved to February so that candidate town halls can be hosted in January.</p>	
Treasury <i>Joel</i> 15 min	<p>-Review of August financial statements: Financial Position State of Activity</p> <p>-Presents 2020/2021 Draft Budget</p>	<p>-checking \$1k “grant” and uptick in Mailchimp charge. -Joel, Kris and CPA need access to bank account.</p>
Secretary <i>Lacey</i> 15 min	-Discusses the issue of workload of training an admin vs. the actual hours and workload the admin will be completing.	<p>-Develop larger scope for Admin job description -CPA to be registered agent -RDG SoS address changed to CPA</p>

	<p>-Amanda feels strongly that the Board needs an admin and that duties would include word processing and serving as scribe at different Committee meetings. Possibly need to up the rate to get someone more qualified. Person needs to be self directed.</p> <p>-Admin Committee will take feedback and come back with suggestions at future meeting.</p> <p>-Discuss plan to have CPA serve as registered agent to receive mail and not have physical mailing address public facing.</p>	
	Committee Reports	
<p>Governance 20 min</p>	<p>Report</p> <p>-Completed P&P for Inclusion Circle Communication review, waiting for IC response.</p> <p>-Discussion around creation of Inclusion Subcommittee under Governance, the GC will draft a description doc, to be called IDEA (Inclusion, Diversity, Equity and Access), made up of Inclusion Circle members and Board members.</p> <p>-P&P Drafts created for: Contracting and Procurement, Director Onboarding, Travel Expenses</p> <p>-Discussion of key takeaways from Non-Profit Branding Town Hall.</p> <p>-Governance committee proposes that the community take on the RD Youtube channel, proposal passes unanimously.</p>	<p>-Minutes from the Non Profit Branding Town Hall will be disseminated by the Governance Committee</p> <p>-Creation of IDEA Subcommittee</p> <p>-RD Youtube channel passes to community</p>
<p>Communications 10 min</p>	<p>-Have 9 potential candidates for website, top 3 will be presented to Board.</p> <p>-Discussion of Website Town Hall to be held last weekend of October</p>	<p>-Website Town Hall to be held last weekend of October</p>
<p>Events</p>	<p>-Discussion of Town Halls, decided that they should fall under Communications with support of Events.</p>	<p>Communications Committee will write up protocol for how Town Hall and other community-wide information gets</p>

	-Events to include TH in their Board reports - Decided that Town Halls will be held on last Saturday of every month at 4pm ET, with community given one month's notice	disseminated/what steps need to be taken.
	Old Business	
Governance 20min	-Amanda and Kara have Board and Anti-Racism consultant proposals, looking at October for training. -GC will prioritize Board training over P&P and Bylaws discussion so members can have the benefit of that training.	
Conference 15 min	-Discussion around video recordings and consent. -Governance is working on video consent P&P	-Kris will communicate with the IC after touching base with Paul
Communications 10 min	-Outreach proposal: tabled -Discussion around Slack ownership: Circles should probably have their own Slacks, Board can host Town Hall about it at some point	-Ongoing discussion
	New Business	
Admin 10 min	-Board Insurance: Amanda proposes that Admin Committee obtains Board Liability Insurance, proposal passes unanimously.. -LLC-tabled	Admin Committee to obtain Board Liability Insurance.

Action Items 5 min		
Next Meeting Agenda 5 min	Sept 28th 8pmET -Board consultants -website structure -Outreach book proposal -LLC	
Dedication of Merit	Kris offered the Dedication of Merit.	
Motion to End	Meeting ends at 5:02pm ET.	