

ExCom Minutes
Sept. 1, 2020

In attendance:

Lisa Schwartz (President)
Matt Sever (Vice-President)
Alka Sharma (Treasurer)
Deana McCloud (Secretary)
Ellen Stanley (At Large)

Aengus Finnan, Executive Director
Jennifer Roe, Director of Operations

Call to Order

Lisa Schwartz called the ExCom meeting to order at 9:04 AM CT.

Agenda

Aengus called attention to the current agenda.

NomCom timeline was reviewed:

The following election procedure will be carried out at specified dates according to this schedule:

By July 1: The Nominating Committee issues a call for candidates and candidate suggestions to the membership.

By August 1: The Nominating Committee solicits candidates for willingness to serve if elected, and submission of qualifications, and a short “platform” statement.

By September 15: The Nominating Committee presents a tentative slate of candidates to the Executive Committee.

By October 1: The Nominating Committee presents their final slate of candidates to the Board of Directors for approval or modification by duly recorded resolution of the Board of Directors.

By October 15: The slate of candidates is distributed by email or other common carrier to members and on the Corporation’s website. At this time, any member in good standing may nominate additional candidates through a petition process.

Amy will present NomCom conversations and recommendations for fall election and board composition at the next meeting.

Staff handbook

The last staff handbook revision was Aug 3, 2018 in order to update the harassment portion of handbook. To bring up to date and address issues being addressed at the conference level, there have been suggested edits made.

Most of the edits were to bring the handbook current with reference to FAI specifics. Substantive changes included PTO/vacation versus sick leave. Sick leave and emergency leave is just that; no more guessing game as to how many days folks have left. Sick leave can roll over but PTO and vacation is “use it or lose it.” With sick leave specified, folks won’t come to work when they don’t feel well rather than use PTO. This plan is more like the original plan in the original Employee Handbook. Current staff was consulted and they appreciated these changes. The edit also added standard holidays plus Juneteenth and Indigenous Peoples Day.

Jen shared information from local KC standards for PTO. A question was posed about COVID leave and how it affects PTO. Jen note that the organization may not be under that legislation since FAI staff is fewer than 50 employees. She shared a chart of the current plan and proposed plan with new holidays and PTO as well as rationale for the change.

Credit Card:

Aengus actually was the guarantor so that FAI could obtain credit cards, but through some strange bank glitch, he did not have authority to make any changes to the credit card accounts. Lisa and Deana signed an authorization letter empowering him to make those changes in the account. Aengus will look into whether this is an outlier or if it will be an ongoing issue whereby any future ED will need to provide personal guarantees for organization’s credit cards

Motion: To approve Aengus as the administrator of the FAI credit card
Made by: Alka Sharma
Second by: Deana McCloud
Result: Motion was approved

Economic Injury Disaster Loan

FAI was initially denied the low interest loan (only looking to secure the loan to insure that FAI had access to funds if needed). We just sent the email to request further consideration.

Fundraising:

A fundraising update was given for a \$195K goal, and director engagement was discussed. FAI just completed its summer fundraising initiative and slightly exceeded the \$25K goal. There will be two more initiatives (one mid-Fall to the end of the year; one spring 2021 to the end of the fiscal year) each with \$25K goals. That adds up to \$75K, which will be matched by an anonymous donor; we also received a \$35K donation. All total we will reach the budgeted \$195K goal.

Included in this is the board’s \$10K goal for new donations generated.

There appears to be some reluctance to participate in the new fundraising initiative that Lou outlined where directors record personal videos discussing why they are members of FAI/on the board of

FAI/and ask for donations. There is a fear that our community is financially exhausted and just not in a position to give. There is also concern that we have not fully articulated FAIs value to the community; it's existential.

Lisa suggested contacting lou and his team to discuss having a Think Tank in the next two weeks prior to the board meeting to have a candid discussion around fundraising during COVID and how to align and move forward. This is not lou's (chairperson's) cross to bear.

Board meeting - new meeting platform

We will now be using Zoom to meet rather than GoToMeeting. In addition to committee reports, we will be discussing board training, succession planning for ExCom, and the Strat Plan (2018-2021) – should we extend by year, start post Cultural Equity plan?