

# Regular Meeting of the Board of the Evergreen Project

May 20, 2020 @ 2pm Eastern / 11am Pacific

## I. Call to order

J.Boyer called the meeting to order at 2:03pm.

## II. Roll call

### Members present:

- Chris Burton
- Chris Owens
- Debbie Luchenbill
- Galen Charlton
- Jason Boyer
- Jeanette Lundgren
- Jessica Woolford
- Joe Knueven
- Katie Greenleaf-Martin
- Lynn Floyd
- Tiffany Little

### Members absent:

- None

### Guests present:

- Andrea Buntz-Neiman
- Rogan Hamby

## III. Approval of Minutes

- Minutes from the April 15, 2020 meeting are here: [📄 2021-04-15](#)
- G.Charlton moved to accept the minutes as written. Seconded by D.Luchenbill.
- **ACTION:** Minutes approved.

## IV. Treasurer's report

Written report is available here:

<https://drive.google.com/drive/folders/1eTiC0MvIKVnHeI-9rmRs5mmMyPN7PUjM>

## V. Committee reports

### Release Team (G.Charlton)

- Team is taking steps during the Hackaway and Conference to get the ball rolling on 3.8 release team selection

### Outreach Committee (R.Hamby)

Written report available here: <http://list.evergreen-ils.org/pipermail/board/2021-May/000258.html>

- Redbubble store suspension
  - Considering not pursuing reactivation any further due to no communication from Redbubble
  - Have already appealed and have had no response.
  - G.Charlton: Result of takedown is that we are out about \$38 in revenue that would have been owed to us.
    - Board should consider publishing a professional, factual blog post with our experience with Redbubble and recommending nonprofit organizations not use their services.
    - **ACTION:** R.Hamby will provide timeline of events and communications, and G.Charlton will craft a blog post and submit to the Board for further review.
- Hackaway
  - In planning process.
  - Hoping to do an in-person event in Indiana, depending on how the public health crisis evolves.
  - In discussion with hotel regarding health concerns and practices that would be required.
- Annual Report
  - Report almost done.
  - Will be distributed as a PDF on the last day of the conference.

### Fundraising Subcommittee (G.Charlton)

- No update.

### Conference committee (A.Neiman)

Written report is available here: [Report for TEP Board Meeting 2021.05.19](#)

- Forecasting about a \$28,000 profit for the conference.

- A survey will be sent out to registrants after the conference, and the results will be reported to the Board at the next meeting

## VI. Old Business

### SFC Transition (J.Boyer)

- J.Dilly has not heard back from the SFC
- Jeanette was copied on email to John recently, but J.Dilly knows to hear from Jeanette next due to the Chair handover

### Strategic Planning (J.Boyer)

- No update.

### 2021 In-Person Conference Cancellation (J.Boyer)

- There has been no update from the attorneys.

## VII. New Business

### Finance Committee (G.Charlton)

- Since the Treasurer has now taken over the bookkeeping from MOBIUS, there should be some plan for a chain of succession.
- Requesting that a Finance Committee be created to ensure that there are at least 2 other Board members familiar with the day-to-day work to ensure smooth transitions between Treasurers or if bookkeeping services are moved to MOBIUS or some other party. Will additionally start to set the stage to commission an audit of TEP's books, purely on governance grounds.
- Finance Committee members can be first year Board members, and is recommended that they be willing to consider running for Treasurer in the future.
- Anticipate to acquire 1-2 more Quickbook accounts so that additional members of the Board can have access, particularly the Finance Committee. Typically runs around \$10/mo per person.
- **ACTION:** K.Greenleaf-Martin and J.Knueven have volunteered to serve on the Finance Committee.

- **ACTION:** G.Charlton will confirm pricing for additional Quickbooks accounts and submit pricing guidance to the Board before the next meeting.

### Officer Elections (J.Boyer)

- The slate of officers proposed for the 2021-2022 year are:
  - Jeanette Lundgren - President
  - Chris Burton - Vice President
  - Galen Charlton - Treasurer
  - Tiffany Little - Secretary
- D.Luchenbill moved to accept the slate as presented. J.Woolford seconds.
- **ACTION:** The slate of officers was approved as presented.

### VIII. Adjournment

J.Woolford moved to adjourn the meeting. C.Burton seconded.

The meeting was adjourned at 2.25pm. The next meeting of the Board of the Evergreen Project will be June 17, 2021.

Respectfully submitted,  
Tiffany Little, *Secretary*