

# Regular Meeting of the Board of the Evergreen Project

February 17, 2022 at 2pm Eastern / 11am Pacific

## I. Call to order

J.Lundgren called the meeting to order at 2:02pm.

## II. Roll call

Present	Absent	Guests
Jeanette Lundgren Debbie Luchenbill Joe Knueven Tiffany Little Chris Burton Chris Owens Katie Greenleaf-Martin	Galen Charlton Lynn Floyd	Gina Monti

## III. Approval of Minutes

- Minutes from the 1-20-2022 meeting are here:
- Debbie Luchenbill noted that she was absent last meeting but is not on the absentee list.
- K.Greenleaf-Martin moved to approve the minutes, with edits as described above.  
J.Knueven seconded.
- **ACTION:** Minutes approved.

## IV. Treasurer's report (G.Charlton)

- No report.

## V. Committee reports

### Release Team (G.Charlton)

- No report

### Outreach (R.Hamby)

- Report submitted via email, transcribed below
- "I'm sending in the Outreach monthly update in advance of the meeting. Currently, we are continuing to progress on the relaunch of the website, annual report, and press releases. Several of our members are also working on the conference committee. We are still evaluating ongoing health concerns in regards to the Hack-A-Way this year and balancing the fact that it is an event that benefits from being in person versus the continuing concerns about in-person meetings. "

### Conference Committee (G.Monti)

- Save the date info is ready for the wiki
- Gina will have registration ready to go up on 2/22/22.
- Press release is ready to go once registration date is confirmed with the Board.
- Budget
  - Only expenditures so far was the logo fee
  - G.Charlton has reviewed budget with G.Monti and feels it is appropriate
  - More money has been allocated for captioning hours
- Sponsorship package
  - No conflict time has been removed because it's an online conference, and are also offering both half hour and whole hour blocks
- D.Luchenbill moved to accept the budget and sponsorship packet as presented. J.Knueven seconded. **MOTION CARRIES.**
- D.Luchenbill contacted the site selection committee for the proposed in-person 2023 conference. Call for proposals will go out shortly.
- D.Luchenbill also reached out to the standing conference committee to see who was willing to continue on that committee, and currently only D.Luchenbill and Amy Terlaga would like to continue. The standing committee's ranks will need to be refilled before an in-person conference.

### Bylaws Subcommittee (L.Floyd)

- No update.

- **ACTION ITEM:** To schedule a meeting.

### Strategic Planning Subcommittee (C.Burton)

- Met last week and went over the results of the survey.
- Working on a rough draft of the plan for the Board to discuss at the next meeting.

### Trademark (J.Lundgren)

- Contacted attorney today to get a status on the transfer of trademark

## VI. Old Business

### SFC transition (J.Lundgren)

- **ACTION ITEM:** J.Lundgren will confirm with G.Charlton if funds have already been deposited; if not, will follow up with the attorney.

### Elections (J.Lundgren)

- Have had 2 nominations so far, with 2 more seats to fill. Nominations currently close next Friday (2/25).

## VI. New Business

### Board roster (J.Lundgren)

- **ACTION ITEM:** T.Little will ask Chris Sharp to confirm who is on the board-private listserv and remove/add members according to the current Board roster.

## VII. Adjournment

J.Knueven motioned to adjourn. K.Greenleaf-Martin seconded.

J.Lundgren adjourned the meeting at 2:34pm. The next meeting of the Evergreen Project Board will be held March 17, 2022.

Respectfully submitted,  
Tiffany Little, *Secretary*