

# Regular Meeting of the Board of the Evergreen Project

March 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 Katie Greenleaf-Martin Galen Charlton	Chris Owens Lynn Floyd	Gina Monti

## III. Approval of Minutes

- Minutes from the 2-17-2022 meeting are here:  
<https://wiki.evergreen-ils.org/doku.php?id=governance:minutes:2022-02-17#minutes>
- C.Burton motioned to approve the minutes. J.Knueven seconded.
- **ACTION:** Minutes approved.

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

- Have started receiving registration and sponsorship income from the conference.
- May consider doing some tweaking to sponsorship system next year; this year we have more interested sponsors than categories.
- Have received note from SFC that they have remitted the final grant funds
- Work is proceeding on the 990

## V. Committee reports

### Release Team (G.Charlton)

- Bug squashing week is currently going on this week.

### Outreach (R.Hamby)

- No update

### Conference Committee (G.Monti)

- Keynote speaker has been finalized, with announcement to come soon
- The announcement for Hackfest and call for programs have gone out. Already have some proposals in.
- D.Luchenbill: Have not received any proposals for the site selection committee for 2023 in-person conference. There are still a few weeks until the deadline.

### Bylaws Subcommittee

- No update
- May consider resetting subcommittee given changing Board members

### Strategic Planning Subcommittee (C.Burton)

- Rough draft was disseminated to the Board for review as an in progress update

### Trademark (J.Lundgren)

- **ACTION ITEM:** J.Lundgren will get an update from the attorney on the status of the trademark transfer.
- **ACTION ITEM:** G.Charlton will reach out to the Outreach Committee to update the trademark policy on the website to remove references to the SFC and remove the SFC donation link.

## VI. Old Business

### SFC transition (J.Lundgren)

- We are waiting for the funds deposit and J.Lundgren will be following up on the trademark transfer with the attorney to see where we're at.
- **ACTION ITEM:** J.Lundgren will draft a message to the general listserv saying that the change from the SFC is complete and TEP is evolving. J.Lundgren will send to board-private if she wants feedback before the general release.

### Elections (J.Lundgren)

- Google form is ready for voting registration, and after the meeting J.Lundgren will open voter registration.
- Voting will open today (3/17/2022) and will run for two weeks, ending on Mar 31.

## VI. New Business

### Administrative Misc (T.Little)

- Right now minutes are recorded using GPLS's Google account which has recording capability, and the TEP Google nonprofit account does not. T.Little recommends purchasing a license for another service to be owned by the Board so that meetings can be recorded by any Board member.
  - K.Greenleaf-Martin moves that we ask Galen to make sure that we have a TechSoup subscription and then buy us a Zoom subscription. J.Knueven seconded. **MOTION CARRIES.**
- G.Charlton recommended that Evergreen email addresses be available to anyone who is doing sustained efforts or defined jobs in the community, not specifically limited to Board members.
- T.Little suggested using Google Groups for managing the board listservs, to be more accessible to edit when Board members are added/removed.
  - G.Charlton: Would need to coordinate with Chris Sharp about deciding if any groups should be moved to Google Groups. Don't otherwise see any financial/technical bars to that.
- G.Charlton made a motion that the Board recognize Chris Burton for his efforts contributing to the Evergreen project and serving on the Evergreen Project Board. K.Greenleaf-Martin seconded. **MOTION CARRIES.**

## VII. Adjournment

C.Burton motioned to adjourn.

J.Lundgren adjourned the meeting at 3:05pm. The next meeting of the Evergreen Project Board will be held April 21, 2022.

Respectfully submitted,  
Tiffany Little, *Secretary*