

Regular Meeting of the Board of the Evergreen Project

March 18, 2021 @ 2pm Eastern / 11am Pacific

I. Call to order

J. Boyer called the meeting to order at 2:01pm.

II. Roll call

The members present were:

- Jason Boyer
- Jessica Woolford
- Galen Charlton
- Tiffany Little
- Chris Owens
- Jeanette Lundgren
- Debbie Luchenbill
- Chris Burton
- Anna Goben

Members absent:

- None

Guests present:

- Andrea Buntz-Neiman
- Rogan Hamby

III. Approval of Minutes

- Minutes of the 2/18/21 meeting are here: <https://wiki.evergreen-ils.org/doku.php?id=governance:minutes:2021-02-18#minutes> as well as the minutes from the 2/26/21 Executive Session.
- G.Charlton moved to accept the minutes from both sessions as written. Seconded by J.Woolford.
- **ACTION:** Minutes approved.

IV. Treasurer's report

Written report provided here:

https://docs.google.com/document/d/1TTrbFhxnZCp2KcCi-2sXjybYvjfYfaUcYXfhu_3L3VI/edit

- Financial statement understates accounts receivable by \$4,500 as there were two sponsorship pledges since the time the report was prepared for the Board's review.
- A statement of financial activity from the beginning of the year has been added to the report.
- Primary expenses thus far have been attorneys' fees.
- G.Charlton worked with the Outreach Committee to get payment methods set up for the new RedBubble merchandise store.
- 990 is in progress. No anticipated need to file for an extension.
- G.Charlton has begun putting together a list of standard procedures so that as the position of Treasurer passes between members that there will be a handbook to work from.

V. Committee reports

Release Team (G.Charlton)

- Feature freeze was extended and closed on 3/16/21.
- Still anticipating an early April release with more features than was previously the case if feature freeze had ended on 3/10.

Outreach Committee (R.Hamby)

Written report here:

- Annual Report is underway. A call for proofreaders will go out soon.
- A RedBubble store has been set up to sell Evergreen-branded merchandise. Currently the logo available is for the 2021 online conference. Tentative plan is to rotate designs every 3 months.
- Requested permission from the Board to use the Evergreen logo for the merchandise. No dissent.

Fundraising Subcommittee (G.Charlton)

- No update.

Conference committee (A.Neiman)

Written report here:

https://docs.google.com/document/d/1q9jm1OblGyJ8XC_fwcbdhIVxfe9GeEBzFEHQIld4tps/edit

- Conference program deadline has been extended.
- Now have verbal promises/forms for all of the top sponsorship spots, with some allied and donor spots left.

VI. Old Business

SFC Transition

- G.Charlton: Having not heard back from the SFC regarding transfer of assets and trademark, what are next steps?
 - J.Boyer: Will reach out to J.Dilly and learn what the next steps are.

Conference cancellation

- No update.

Strategic Planning

- No update.

2021 Elections (J.Woolford/J.Lundgren)

- J.Lundgren sent out an email on Monday for users to register to vote.

VII. New Business

None presented.

VIII. Adjournment

J.Boyer adjourned the meeting at 2:24pm. The next meeting of the Board of the Evergreen Project will be April 15, 2021.

Respectfully submitted,
Tiffany Little, *Secretary*