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

<table>
<thead>
<tr>
<th>Present</th>
<th>Absent</th>
<th>Guests</th>
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<tbody>
<tr>
<td>Jeanette Lundgren</td>
<td>Chris Owens</td>
<td>Gina Monti</td>
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<tr>
<td>Debbie Luchenbill</td>
<td>Lynn Floyd</td>
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<td>Joe Knueven</td>
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<td>Tiffany Little</td>
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<td>Chris Burton</td>
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<td>Katie Greenleaf-Martin</td>
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<td>Galen Charlton</td>
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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