

Regular Meeting of the Board of the Evergreen Project

June 16, 2022 at 10am Eastern / 7am Pacific (non-standard time)

I. Call to order

G. Charlton called the meeting to order at 10:07pm

II. Roll call

Present	Absent	Guests
Kate Coleman (KC) Ruth Frasur (RF) Chris Sharp (CS) Katie Greenleaf-Martin (KGM) Debbie Luchenbill (DL) Rogan Hamby (RH) Galen Charlton (GC)	Jeanette Lundgren (JL) Joe Knueven (JK)	

III. Approval of Minutes

- Minutes from 5-19 are here:
- <https://docs.google.com/document/d/1ufrJkhw7masJ9skLssl3vd2PAIXcJrRwIdK4Pz83vzE/edit?usp=sharing>
- Motion by K. Coleman to approve minutes from 5/19, second by DL
- **ACTION:** Minutes approved.

IV. Treasurer's report (G.Charlton)

-  2022-06 TEP Treasurer's Report
 - See narrative of activities in report
 - Full report on Conference profits should be available next month

V. Committee reports

Release Team (G.Charlton)

- 3.7 release cycle is in security update mode (3.7.3)
- 3.8.1 is available; 3.9 has been released
- Discussions on release manager for 3.10 will begin tomorrow

Outreach (R.Hamby)

- Current focus is on the conference.
- Press release for 3.10 came out
- Annual Report was released this morning at
<https://evergreen-ils.org/about-us/annual-reports/> :
<https://www.dropbox.com/s/r76nuuuonp5k6at/Annual%20Report%202021%20-%20Web%20Final.pdf?dl=0> (thanks to Rogan and the outreach committee for that lovely report!)
- Planning to revisit offering merchandise now that the SFC transition is complete.

Conference Committee 2022 (R. Hamby)

- Going well! Very few complaints/issues with Hopin (while bugs from last year are largely fixed, there are a few new ones)

Conference Committee 2023 site selection (ADD TO AGENDA) (D. Luchenbill)

- Proposal from CW Mars for a conference in Worcester, MA – waiting on some hotel info which we should have before the end of June. April 26-28, 2023 (with pre-conference on the 25th)
 - food/bev minimum is \$26,000
 - DL will forward the board the prospectus for reference
 - Motion to accept Worcester as site for 2023 conference is tabled until officers have been able to review the prospectus
- NB from Galen - with TEP being its own organization and having assets, we could potentially enter into our own contracts (not necessary so far for this year) as opposed to having the local org (in this case CW Mars) do it)

Bylaws Subcommittee

- Meeting held 5/31 at 10am: JL, DL & GC
 - Identified areas to address, such as gendered terms in officer descriptions.
 - Recommendation will be to fix board officer terms to begin and end on 5/1 and have the annual meeting between 1/1 and 4/30 of each year.
 - JL will contact legal counsel about having Canadian nationals on the board – legal counsel was that this is not an issue as such but could be a practical issue in terms of adding individuals to banking accounts. (No issue with MO law.)
 - Section 3.4 has an ambiguous clause about board member terms – 9-year limit is not specifically designated as consecutive, it appears that the intention of the clause was to refer to 9 consecutive years as opposed to a lifetime limit

Strategic Planning Subcommittee

- RF convened a meeting with GC and DL – current focus is on the conference, they will schedule another meeting in early July (prior to 7/21) KC would like to join next meeting.

Trademark

- C. Sharp will send out another call for volunteers and coordinate a meeting. RH, GC and JL will also serve on the committee.

VI. Old Business

Elections (GC)

- RH was elected to our empty board seat. Motion to confirm Rogan Hamby as board member to fill out unexpired term vacated by Lynn Floyd. Term ends 2024.
 - Motion by CS, second by RF; unanimously approved

VI. New Business

Zoom policy (Admin Misc)

- JK submitted draft policy to GC,
https://docs.google.com/document/d/1pBTnJJLOJcT6RnMRnPy0M_dOp2Z5xSud/edit?usp=sharing&oid=109522587838570009519&rtpof=true&sd=true
 - GC suggest adding language about recording meetings
 - KGM noted that reference should be made to TEP, not EOB
 - Rogan suggested noting that concerns with Code of Conduct or other problems can be sent to board members
 - GC will work with JK to have a policy for approval at July meeting

VII. Adjournment

J.Lundgren adjourned the meeting at 10:52pm. The next meeting of the Evergreen Project Board will be held July 21, 2022.

Respectfully submitted,
Katie Greenleaf Martin, *Secretary*