Thurston Climate Action Team

Board of Directors Meeting Minutes April 25, 2024, at 5:30 pm
via Zoom:
https://us02web.zoom.us/j/82400078780?pwd=ejc3akw2TEhyVWtDblhIY3EwcUI2dz09

Meeting ID: 824 0007 8780
Passcode: 037526
MISSION: Partnering with our community to restore earth's climate and create a healthy, just, and joyous world for all people and our planet.

Board members in attendance: Geoff Glass, Tom Crawford, Terry Watness, Angelika Breaux, Gordon Wheat, Michael Bradley,
Guest: Lauren Tamboer, grant writer

I. Approval of Minutes for March board meeting (5 minutes) Geoff moved to approve, Terry seconded, approved

II. Update to strategic plan (Lauren) (10 minutes)

Lauren presented recommended edits to our strategic plan. Board members liked them, Angelika will apply the edits.

III. Financial Review and Approval (Terry) (20 minutes)

a. Review and approval of financial statements

Terry is resigning from the board and as Treasurer. The bookkeeper Terry has recruited will not complete the 990 annually. Tom made some suggestions for adjustment to the financial statement. Terry is available to assist with transition activity. Terry spends an average of 5-10 hours per month, excluding monthly meetings. Our bookkeeper works with an accountant we can contract with for the 990 submission. The 990 for 2023 has been submitted by Backoffice Services (Candace). Our first concern with the new bookkeeper is to get payroll set up. Terry provided suggestions for our future board Treasurer. He also informed the board that our former ED has not paid the $1100 she owes us for reimbursement of health insurance, and that

this will likely be written off as an unpaid debt. Board members thanked Terry for his valuable service. Terry recommends that we consider approving or at least reviewing in detail each month's financial statement.

b. Revised budget

Tom presented a proposed budget for 2024. There were technical issues with the formulas in the proposed budget. Tom and Angelika will work to resolve those and send a budget out to board members for an email vote by the end of the following week (May 3, 2024).

IV. Executive director hiring update (15 minutes)

We've received several applications. Tom will send all board members the link to applications in Google Drive. The next step is that Karen Messmer will screen the applications.

V. Work plan status (20 minutes)

Tom led a review of the work plan. Some items were updated. After reviewing the first few items, there was discussion of the board's general functioning. There was a consensus that finding an opportunity to gather in person and informally is an important next step to addressing board health, and there was a commitment to do that before the May board meeting. It was also agreed that finding a new treasurer was an immediate priority.

VI. Sign on letter policy (10 minutes) - not discussed

VII. Thurston County Mitigation Collaboration update (10 minutes) - not discussed

VIII. Local Good Governance Coalition update (10 minutes) - not discussed

The board meeting was adjourned at 7:40 pm.

Next Board Meeting May 25, 2024, 5:30 pm, via Zoom