Thurston Climate Action Team

Board of Directors Minutes February 22, 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.

In Attendance: Geoff Glass, Terry Watness, Tom Crawford, Rick Anderson, Angelika Breaux, Gordon Wheat

I. Guests and Introductions - none

II. Approval of Minutes for **December 2023, January 25,** February 8 board meeting (5 minutes)

Tom moved, Geoff seconded approval of the January 25 meeting. Those minutes were approved. Gordon moved, Angelika seconded, to approve the February 8 minutes. They were approved. For the December 2023 minutes, Gordon moved, Angelika seconded, and the minutes were approved.

III. Financial Review and Approval (Terry) (30 minutes)

a. Financial statements:

Candace Wood is moving so will not be our bookkeeper within two months. Terry asks for authority to search for a bookkeeper to hire. Estimated cost for a new bookkeeper is $300-350/month including payroll and payment processing fees. There was Board consensus that Terry should move forward with this.

All expenditures this month are the same as last month. There was a late fee for Public Storage, and difficulties with getting our credit union to honor our automatic payments. Hopefully this is straightened out. Angelika will take care of revenue transactions, including

taking ownership of Stripe, which facilitates contributions from our web site getting to our credit union account and to Auxilia, which is our donor tracking system.

b. Changes to vendor payments – not discussed
c. Purchase of Quickbooks subscription – this is in process, to be worked out with a new bookkeeper.
d. 2024 budget review – The budget should be revised to convert part time staff to full time, and to reflect no personnel expenses for first 2 to 3 months

IV. Grant proposal update (15 minutes)

Gordon reported he is familiar with the state Department of Health and had some concerns about our recent proposal to them . Board consensus was that if any member has a strong concern about a proposal, or any other board business, they can call for a discussion of that item at a regular or special meeting.

V. Hiring updates (30 minutes)

a. Energy coordinator position
b. Fundraising consultant position

There is not enough clarity among board members about what kind of position to fund. Concern was expressed that we determine what position to fill within 2 to 3 weeks. Three positions considered to fill with currently available funds were: Residential Energy Coordinator, Executive Director, or a coordinator for developing the county's emergency heat response plan. That decision was delayed until we complete work on our summary/high-level strategic plan. To help us achieve that, Geoff moved that we add up to 40 hours to Lauren's contract to help the board complete the next steps of the grant research process she discussed with us during this meeting, after reviewing our previous strategic planning materials. This motion was unanimously adopted. This will help her tell the best story possible to funders about our work. Angelika will work with Lauren to schedule a meeting within a couple of weeks or so. Lauren can tell us what additional information she needs.

VI. An emergency heat plan was approved two days ago by the county commissioners. This is now official county policy. The county was hoping for the TCAT DOH grant to come through, and disappointed that we were not awarded funds. Planning a table top exercise, and to borrow from

King County plan. This is important work for the TCAT Health and Equity action group. It is hoped that agencies contribute spare staff time to work on this.

VII. Sign on letter policy (20 minutes) - deferred to the next meeting

a. Policy approval

b. Public banking endorsement request

VIII. 2024 work plan updates (20 minutes) – deferred

Next Board Meeting March 28, 2024, 5:30 pm, via Zoom