# Impact 100 Redwood Circle

# Leadership Team Meeting Minutes

Tuesday, December 11, 2018; 11:00 a.m. to 1:00 p.m.

Community Foundation Sonoma County, 120 Stony Point Rd., Ste. 220, Santa Rosa

# In Attendance:

Jan Gilman, President 2019

Carol Orme, Vice President/Governance 2019

Susan Milstein, Vice President/Nominating 2018

Sharon Beckman, Secretary 2018, Vice President/Nominating 2019

Judy Farrell 2018, Charlene Staples 2019, Membership Committee

Kristin Nelson 2018-19, Carol Lynn Wood 2019, Impact Grant Liaison Committee

Pat Edelstein 2018-19, Teresa Denniston 2019, Events Committee

Ann Marie McGee 2019, Marketing

Suzy Marzalek 2018-19, Vicki Groninga 2019, Impact Grants

Ina Chung 2018, Mary Radu 2018, Chris Chang Weeks 2019, Community Grants

Ann Nolen 2018-19, Karen Fass 2018-19, Technology

Thea Hensel 2019, Laurie Parish 2019, Education

# Introductions

--Everyone in attendance introduced themselves and their new positions (see attachment for list of new officers and committee chairs

–the Executive Committee will consist of Jan, Carol, Sharon, Ginger and Laurie W.

--Vicki suggested that before the February meeting we have pictures and bios for all the Leadership Team, to be submitted to Vicki by January 20. She also requested that all committee chairs review their sections of the website for any needed updates.

# 2019 Annual Calendar Discussion

February 13, 2019, 5-7pm, Membership Meeting

--Education Committee has met with the Impact Grant Committee and will be meeting with the Community Grants Committee to coordinate information about each for the membership

--Judy Freedman, Katherine Taylor, Mary Beth Falk and Lisa Cannon has joined the committee (

--Hope to give all attendees an opportunity to see how they can fit into the organization

--NextGen Committee is going to make a presentation so members understand the concept and grow our diversity

--The Scottish Rites has been reserved by the Events Committee

--Events has purchased a portable PA system and two compatible wireless mics

--Pat will become the Events Coordinator for future meetings

--Membership will be responsible for Welcoming and Check-in

Week of June 3 or 10, Membership Meeting with focus on Community Grants

--Chris Chang Weeks, co-chair will be out of town until June 15, so tentatively set for June 24

--Pat has confirmed that date to be available at Scottish Rites

August/September Member Social

Yet to be determined

November 9, 2019, 9am to noon, Annual Membership Meeting; Impact Grant Award

Date firm, but to be discussed at a future meeting

Membership Committee Update:

Membership Update

--as of December, we have 171 including 12 Dyads

--Charlene has been working with Ann on Wild Apricot

Voting Eligibility

--After meeting with an Ad Hoc committee to discuss this issue and came with the following recommendations:

--October 15 cutoff date for voting eligibility

--Grace period will be shortened to 30 days

--It has been deemed that this is NOT significant enough to take this to the general membership

--The recommendations have been accepted by a unanimous vote of the Leadership Team

--It will be communicated to the membership via Wild Apricot that this new policy will take place on January 1, 2019

--Carol, new VP/Governance will be responsible for the making the change the governance document

--This will include the announcement of Wild Apricot

# Technology Committee Report

--Met with appropriate members of the Leadership Team to create a “single source of the truth” that will be contained on Wild Apricot

--no editing rights to Committees/Individuals, so all information must be submitted to impact100technology@gmail.com

--propose to move to Google Drive rather than Dropbox and Karen will work with groups/individuals to make the transition

--Karen will be training those wanting it

--Technology Committee will be setting up Officer & Committee emails at the same time as Google Drive.

Events Committee

--We are willing to loan linens and glasses for a fundraiser since Pat is willing to coordinate

# Incoming President’s Message

--Jan has formed an executive committee

 --She’s asked Carol, VP/Governance to meet with committees to get purpose statement from each

 --Sharon will be reaching out to the Membership Committee to extend the relationship with members into the nominating process

--Do we need a long-range plan?

--Rather than having monthly meetings with the entire Leadership Team, should we consider another structure? (this remains open for further discussion)

 **Next meeting: January 8 from 11-1 at Community Foundation**

Minutes Respectfully Submitted by Sharon Beckman

Attachment A /Leadership Team

Jan Gilman, President

Carol Orme, 1st Vice President, Governance

Sharon Beckman, Vice President, Nominating

Ginger Kelly, Treasurer

Laurie White, Secretary

Committee Chairs:

Membership

--Charlene Staples, Co-Chair

--Bev Curry, Co-Chair

Events

--Pat Edelstein, Co-Chair

--Teresa Denniston, Co-Chair

Technology

--Ann Nolen, Co-Chair

--Karen Fass, Co-Chair

Marketing

Ann Marie McGee, Co-Chair

Liaison

Kristin Nelson, Co-Chair

Carol Lynn Wood, Co-Chair

Impact Grant

Suzy Marzalek, Co-Chair

Marianne Messer, Co-Chair

Vick Groninga, Co-Chair

Community Grants

Meghan Murphy, Co-Chair

Chris Chang Weeks, Co-Chair

Education

Thea Hensel, Co-Chair

Laurie Parish, Co-Chair