

Kodiak Reentry Board of Directors Meeting Minutes: 6:00pm, May 15, 2023

Board of Director Attendance

Present	Late	Absent	Excused	Name	Position
√		√	√	Jill Wallace	President
√				Tamme Crabb	Vice President
√				Shannon Kitka	Treasurer
√				Rhea Hayes	Secretary
√				Elaine Olsen	Member
		√		Sarah Catino	Member
√				Ann Kirven	Member
√				Pastor Dave Baldukas	Member
				<i>vacant</i>	Member

Other Attendees *(staff, guests, members)*

Name	Position
Tony Slabinski	KANA Employment & Training Case Manager

Attendance Notes: Jill was not in attendance due to out of state travel. Tamme facilitated the meeting in Jill’s absence. Sarah was not in attendance. All other board members were in attendance and Tony Slabinski was in attendance as a guest and interested board member candidate. The meeting took place over Zoom. With six (6) board members present a quorum was reached.

COMMITTEE MEETINGS

Committee	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Bylaws				05/11/23

QUORUM PRESENT

YES	NO
√	

Call to Order: 6:03pm

Guest Introductions: Tony Slabinski

Approval of Agenda: Regular Meeting Agenda for Monday, May 15, 2023

- Ann motioned to approve the agenda as presented.
- Dave seconded the motion.
- The board voted to approve the agenda as presented.

Approval of Minutes: Regular Meeting Minutes for Monday, May 7, 2023

- Rhea motioned to approve the minutes as presented.
- Dave seconded the motion.
- The board voted to approve the minutes as presented.

Financial Report: *(None at this time)*

Committees:

- Articles & Bylaws Committee-

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- Committee met on 5/11 to begin work on draft bylaws.
- As the Bylaws Committee Chair, Tammey provided a synopsis of the work the committee is doing including that we decided we would become a nonprofit membership corporation rather than a nonprofit without a membership.
- Ann suggested that we pause subsequent weekly board meetings for the immediate future. The Bylaws Committee would then be able to meet twice a week and move through building bylaws more quickly and efficiently.
- Those in attendance agreed this was a good plan going forward. Board meetings will resume as soon as possible once a working bylaws draft is prepared. Rough estimate is a few weeks to a month.
- The Bylaws Committee will meet again this Thursday, May 18th at 6pm and set further twice weekly meetings.

Old Business:

- **Long Term Goals**

- Fill seats for directors and officers as required by the State of Alaska for starting a nonprofit corporation.
- Establish Articles/Bylaws Committee. *(Included in Committee Report)*
- Complete necessary nonprofit corporation to-dos with the State of Alaska.
- Establish 501c3 nonprofit status with the IRS.
- Hold board elections.
- Take board development training through Foraker Group etc.
- Ensure the implementation of a grant funded program for reentry on Kodiak Island.

- **Start Up Funds-** *(Follow up with Sarah for legal advice)*

- **Idea from Coalition Meeting-** Getting EIN and bank account set up to be able to accept funds *(no soliciting)*

- **Board Roster-** *(Almost complete)*

- **DRAFT Non-Discrimination Policy**

A small change in wording from the draft presented was made. The word “shall” in the second paragraph was changed to “may” in the draft that was voted on and adopted.

- Elaine made motion to approve
- Ann made motion to second
- The board voted to adopt the non-discrimination policy

- **Board Attendance-**

Tammey reminded the board that Jill is the point of contact for meeting absences and if Jill is unavailable Tammey as the vice president is the back up.

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New Business:

- **Mini Trainings-** Staying Nonpartisan 501c3
 - Ann provided the idea of adding a mini training (*5 min. or less*) onto the end of each board meeting as a way to help train our board and learn nonprofit do's and don't's.
 - The board in attendance agreed this was a good plan going forward.
 - The board in attendance briefly reviewed and discussed a handout obtained from Foraker Group about the do's and don't's of staying nonpartisan in relationship to a 501c3.

Comments or additional info for the good of the meeting:

- Ann suggested to those in attendance that if the board would prefer doing in person meetings, she would be willing to set up a hybrid way to conduct our meetings.
- Tony Slabinski expressed his willingness to assist as a board member.
 - Ann nominated Tony to the board.
 - Elaine seconded the motion.
 - The board voted to appoint Tony to the board.

Board Training Reminder & Resources:

- National Council of Nonprofits www.councilofnonprofits.org
- Foraker Group www.forakergroup.org/resources/
- Board Source www.boardsource.org/fundamental-topics-of-nonprofit-board-service/
- Blue Avocado <https://blueavocado.org/>

Next Board Meeting: *Paused until further notice (refer to Bylaws Committee report)*

Adjourn: 6:37pm