

# Kodiak Reentry Board of Directors Meeting Minutes: 6:00pm, May 7, 2023

## Board of Director Attendance

Present	Late	Absent	Excused	Name	Position
√				Jill Wallace	President
√				Tammy 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

**Attendance Notes:** Sarah was not in attendance. All others were in attendance and a quorum was reached with seven (7) members present. The meeting was held remotely over Zoom.

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## COMMITTEE MEETINGS

Committee	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Bylaws				

## QUORUM PRESENT

YES	NO
√	

**Call to Order:** 6:03pm

**Guest Introductions:** none

**Approval of Agenda:** Regular Meeting Agenda for Monday, May 7, 2023

- Tammy motioned to approvedthe agenda as presented.
- Elaine seconded the motion.
- The board voted to approve the agenda as presented.

**Approval of Minutes:** Regular Meeting Minutes for Monday, April 24, 2023

- Ann motioned to approve the minutes as presented.
- Tammy seconded the motion.
- The board voted to approve the minutes as presented.

**Financial Report:** *(None at this time)*

### Committees:

- Articles & Bylaws Committee- set 1<sup>st</sup> meeting date
  - The first meeting was set for Thursday, May 11<sup>th</sup> at 6pm over Zoom

### Old Business:

- Long Term Goals

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- Fill seats for directors and officers as required by the State of Alaska for starting a nonprofit corporation. Looking for 1-2 seats to be filled.
- Establish Articles/Bylaws Committee.
- 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.
- **Legal Counsel-** Alaska Legal Services
  - Approved by ALS to provide Legal Representation.
- **Registered Agent-**
  - ALS can be the registered agent and has committed to that role.
- **Start Up Funds-**
  - **Idea from Coalition Meeting-** Getting EIN and bank account set up to be able to accept funds (*no soliciting*)
  - **Jill-** follow up from Teri Tibbett or other Alaska sources
  - **Sarah Catino-** Believes funds can be solicited/donated/gifted with the caveat that donors will not get a tax write off and funds will need to be reported to the IRS as claimed income by a party.
- **Board Roster-** (*Almost complete*)

### New Business:

- **Attendance & Meeting Quorum**
  - What is quorum
  - Importance of attendance
  - Notifications of planned absence
  - Excused vs. unexcused absences
  - Inability to meet quorum
  - Roberts Rule's
- **DRAFT Non-Discrimination Statement**
  - Those in attendance discussed the draft and decided to reword the second paragraph and revisit the draft at the next board meeting.
- Send out email to the coalition to solicit two more members of the board.
- Jill has been appointed point of contact for attendance and absence issues.

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**Comments or additional info for the good of the meeting:**

### **Board Training Reminder & Resources:**

- National Council of Nonprofits [www.councilofnonprofits.org](http://www.councilofnonprofits.org)
- Foraker Group [www.forakergroup.org/resources/](http://www.forakergroup.org/resources/)
- Board Source [www.boardsource.org/fundamental-topics-of-nonprofit-board-service/](http://www.boardsource.org/fundamental-topics-of-nonprofit-board-service/)
- Blue Avocado [www.blueavacodo.org](http://www.blueavacodo.org)

**Next Board Meeting:** 6pm Monday, May 15, 2023

**Adjourn:** 6:53pm