

Kodiak Reentry Board of Directors Meeting Minutes: 6:00pm, September 11, 2023

Board of Director Attendance

Present	Late	Absent	Excused	Name	Position
Y				Jill Wallace	President
Y				Tammy Crabb	Vice President
N		Y	Y	Shannon Kitka	Treasurer
Y				Rhea Hayes	Secretary
N		Y	Y	Elaine Olsen	Member
N		Y	Y	Ann Kirven	Member
Y				Pastor Dave Baldukas	Member
					Member
					Member

Other Attendees *(staff, guests, members)*

Name	Position

Attendance Notes: Minimal attendance but enough to meet quorum. No guests.

COMMITTEE MEETINGS

Committee	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Finance	07/31/23			
	08/03/23			
	08/15/23			
	08/29/23			

QUORUM PRESENT

YES	NO
Y	

Mission Statement: We are committed to creating and maintaining an inclusive, healing environment for individuals returning to the community from incarceration. We pledge to educate and advocate for reentrants from all walks of life in a concerted effort to inspire long-term change and success.

Call to Order: 6:03pm

Guest Introductions: No guests

Approval of Agenda: Regular Meeting Agenda for Monday, September 11, 2023. Motion for approval made by Rhea and was 2nd by Dave. Those present voted to approve the agenda as written.

Approval of Minutes: Regular Meeting Minutes for Monday, July 31, 2023. Motion for approval of minutes made by Dave and 2nd by Rhea. Those present voted to approve minutes as written.

Financial Report: *(None at this time)*

Committees:

- Articles & Bylaws Committee- An update from Rhea in her meeting with Alaska Legal indicated the need to decide who would be the founding members as well as who would be the listed as incorporators in the articles. An official name for Kodiak Reentry including (inc. or corp) would need to be decided on. Voting for the directors to be the founding members listed in the articles took place. Voting for the incorporators to be the same as the founding members also took place. Voting for the official name of Kodiak Reentry to be Kodiak Reentry Incorporated took place. A follow up with Ann to further understand what Alaska Legal needs regarding “optional provisions” would be done by Rhea and Ann to move forward with Alaska Legal.

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- Finance Committee- Bank Proposal was discussed with a concern of the higher banking maintenance fee of \$25.00 monthly. This would be waived if a minimum of \$5000 was in the account. Knowing this a decision was made to go back to the manager of Key bank and see what other bank account options may be a better fit for Kodiak Reentry and an update at the next meeting. All other aspects of Key Bank including customer service and their commitment to nonprofits were all selling points.

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.
 - 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-** *(Ongoing discussion)*
- **Registered Agent Form & Fee-** *(When are we ready to send in?)*
- **IRS Application for 501c3-** **Discussed the descriptive narrative with Jill to be included within the application.**
- **DRAFT BOD & Senior Staff Conflict of Interest & Code of Conduct-** *(Tabled from last meeting)*

New Business:

- **Bank Proposal (Tabled until the next meeting for update.)**
- **Articles of Incorporation Update** (Rhea made a motion for official name of Kodiak Reentry Incorporated. This motion was seconded by Tammy. All present voted in favor. Dave made a motion for the directors listed in the articles to be founding members Tammy, Shannon, Jill, and Rhea. Rhea 2nd this motion. Jill made a motion for the incorporators to be the same as the founding members, and this was 2nd by Rhea.)
- **Block Party Update** (The block party was successful. Good conversation with the community included the current Mayor Pat Branson offering to write a letter of recommendation from herself personally, and good community support.
- **Consensus Based Decision Making (Tabled until next meeting).**

Mini Training: *Please read and we can discuss further during our next regular meeting.*

<https://blueavocado.org/board-of-directors/consensus-based-decision-making/>

Comments or additional info for the good of the meeting:

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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 www.blueavocado.org

Next Board Meeting: 6pm Monday, September 18, 2023

Adjourn: 6:42pm