

# Kodiak Reentry Board of Directors Meeting Minutes: 6:00pm, December 4, 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
√				Ann Kirven	Member
√				Dave Baldukas	Member
√				Constance Jensen	Member
					Member

## Other Attendees *(staff, guests, members)*

Name	Position
Illa Macinko	Guest

**Attendance Notes:** Tammy did not attend. Shannon joined a couple minutes late. Illa Macinko attended as a guest. All other members were in attendance. With seven (7) members present a quorum was reached. The meeting was held online on Zoom.

## COMMITTEE MEETINGS

Committee	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Finance	07/31/23	11/07/23		
	08/03/23			
	08/15/23			
	08/29/23			
	09/12/23			
Membership & Nominating		10/09/23		
		10/16/23		

## QUORUM PRESENT

YES	NO
√	

**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:** 6:01pm

**Guest Introductions:** *(no new guests at this time)*

**Approval of Agenda:** Regular Meeting Agenda for Monday, December 4, 2023

- Elaine motioned to approve the amended agenda.
- Rhea seconded the motion.
- The board voted to approve the amended minutes.

**Approval of Minutes:** Regular Meeting Minutes for Monday, November 6, 2023

- Ann motioned to approve the amended minutes.
- Shannon seconded the motion.
- The board voted to approve the amended minutes.

**Financial Report:** Petty Cash Log

- Ann stated we have the same amount as we did last month.

**Committee Reports:**

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- Bylaws Committee- *(nothing at this time)*
- Finance Committee- Meeting Report from Tuesday, 11/7/23
- Membership & Nominating Committee- *(nothing at this time)*

### 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)**
  - Jill met with Amanda Woody from the Division of Behavioral Health. during the Reducing Recidivism Conference last week. Jill said that Amanda informed us we don't need to have the IRS 501c3 to be able to get the grant funding from them since it has no federal funds.
  - Jill also suggested that we may also want to apply for a small grant from the Alaska Community Foundation.
- **Articles of Incorporation Update**
  - Mike Walsh/ Foraker Review complete
  - Vote to adopt Kodiak Reentry, Inc Articles of Incorporation
    - Ann motioned to approve the Kodiak Reentry, Inc. Articles of Incorporation as written.
    - Elaine seconded the motion.
    - The board voted to approve the Articles of Incorporation as written.
- **Reducing Recidivism & Reentry Conference**
  - Jill's debrief/ report which included an acknowledgment of our program being the first stand alone (nonprofit) reentry program in the state. Bobby Dorton of the Fairbanks Coalition spoke with Jill to let her know we are being supported and our work is being shared with people across the state coalitions. Jonathan Pistotnik of Alaska Reentry Coalition has seen our newsletter and has shared our progress with people in Highland Mountain who may need services upon return to Kodiak. Sarah Gayer presented at the conference and shared "Beyond Self Care". Jill plans to share links to videos for everyone. Marsha Oss invited Jill to be a trainer for a trauma workbook with specific highlights on "trauma informed vs trauma response" as well as the three keys needed to be efficient in providing care, those being predictability, safety, and control.

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- **Organization Chart-** *(Ann needs more time to revise and provide additional image options.)*
- **Election Staggering**

### **New Business:**

- **1<sup>st</sup> Organizational Meeting-**
- **Elections** (in person or mail)
- **Pass Bylaws**
- **Memberships**
- **Office Space**

### **Mini Training:** Organizational Chart

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

- Brief discussion took place with Illa to see if she was interested in joining the board. Illa expressed that she would like to.
  - Jill motioned to nominate Illa to the board.
  - Constance seconded the motion.
  - The board voted to approve the appointment of Illa to the board.

### **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.blueavocado.org](http://www.blueavocado.org)

**Next Board Meeting:** 6pm Monday, January 8, 2024

**Adjourn:** 7:08pm