



Spokane FAVS Board Meeting

20 March, 2017 5:30 PM, Gonzaga University

Call to Order: 5:34 PM

Present: Pam Silverstien, Mark Hilditch, Skyler Oberst, Admir Rasic, Prabh Kochar

Absent: Morgan Schmidt

Staff/Guests: Tracy Simmons, Emily Geddes, Liz Backstrom, Allison Smith, Heather Berndt

Committee Reports:

Editorial Committee: Editorial Committee is working on organizing a Writers Meetup event designed to help encourage writers and contributors to FAVS to be more active. The event will offer tips as well as networking. Coffee Talk topic for next month is set: *the Nature of Truth*. Bill Ellis, Neal Schindler, Liz Backstrom and Naghmana Ahmed-Sherazi. Liberty Park Methodist Church will be the location.

Finance Committee: Emily submitted to the board financial statements for FAVS as well as a proposed budget. Board members are to approve the budget at the next meeting. Emily is also undergoing 6 hours of training in QuickbooksPlus which is a program that offers nonprofit discount, and should cut bookkeeping costs for FAVS. The Finance committee has not formerly met in person but is exploring tasks needed from the board. It was suggested that a revisit to the audit protocols could be productive, and the development of standard operating procedures. **Emily is also DEVOTED to FAVS. :)

Events Committee: Focused on Meet the Neighbors event this month. The event will be longer than the others, as the Hindu community is excited and sees the event as a “coming out” opportunity. The video is pending approval from the community’s leadership and then will be uploaded on social media. Allison from Podium Media said she would help upload the videos. Committee will meet soon in person to further plan and organize events.

Marketing Committee: Heather was invited to join the board for the presentation and discussion. Areas of focus and discussion were as follows:

- (News)Letter: Should be sent out to FAVS and SIFC separately to explain the partnership and invite supporters to contribute by becoming monthly supporters. Discussion followed on what to call those who are members. The letter should strike the tone of “we’re joining forces and we’re asking for support.” or “we’re merging and kicking off the partnership by having a fundraising campaign”. the SIFC member list will need to be included in FAVS mail chimp to be sent out. To be sent out jointly to all FAVS/SIFC members discussing the highlights,

successes of FAVS/SIFC and encouraging formal membership/ to FAVS to be reoccurring donors. Tracy and Emily will work on the editing of the letter with Heather.

- Survey: to follow in coming months (potentially the fall) to better understand the membership, the needs of the community and used to create a profile of membership.

- Brochures: Coffee Talk brochures were helpful and could be used at Meet the Neighbors. Add more graphics, less text. Ensure that there is more information about events and offers of what's next.

The marketing committee will help cultivate membership. Admir asked about the current membership model and the contributions from supporters. Emily answered that the budget is currently \$13,000 a year, bringing in \$5,000 from recurring donations. There are those who have not set up a recurring donations yet. The board by consensus directed the marketing committee to name the membership model: Monthly Supporter.

Other Business:

- Approval of February's Meeting Minutes.

- Motion was made by Skyler and seconded by Admir. The motion passed unanimously.

- **Board Insurance Update:** Pam has been researching options for board insurance that include both liability and editorial coverage.

- **Mission/Vision Statements:** The board to update mission and vision statements. Pam will send these out in anticipation for the next board meeting. Discussion surrounding a board retreat. Pam and Skyler will confer and update the board with options.

- **Office Space:** FAVS/SIFC have been approached by a number of organizations that are willing to share space to have a set meeting space. The latest of these is Terrain. Tracy and Skyler will meet with their leadership and exploring options to present to the board.

Announcements:

- Ordination of Bishop Gretchen Rehberg to the Spokane Episcopal Diocese— first female Bishop of Spokane!

- Meet the Neighbors (Hindu Community) 25 March, 11:00 - 3:00 PM Southside Senior Center

Adjournment: 7:04 PM

Next Board Meeting: 17 April, 5:30 PM. Location TBD.