

## Audacious Divas Board Meeting 06/16/15 Summary Meeting Minutes

The regular meeting of the Audacious Divas Board was called to order 7:03 p.m. on Tuesday, June 16, 2015 at Jacobs, 1100 N. Glebe Road, Arlington, VA 22201, 5<sup>th</sup> Floor, conference room 5A. Debbi Shaffer, Board Chair and Tammy Musselwhite, Secretary, were present.

Board Members Present:       Debbi Shaffer – Board Chair, Treasurer  
                                          Tammy Musselwhite – President, Secretary  
                                          John Cummings – Vice President

### Email Motions

A motion was made by Debbi Shaffer via email on May 12 to accept the summary minutes from the April 28, 2015 meeting, as amended. *2nd by Tammy; Passed: 3 yes, 0 no*

A motion was made by Debbi Shaffer on May 19 to move the May meeting to June 2 and cancel the June meeting. *2nd by Tammy; Passed: 3 yes, 0 no.* Note: the meeting was moved to June 16.

### Open Action Items

Tammy

- Verify size of tent stand currently in storage to see if it is the correct size COMPLETE
- Deposit \$100 from Bank of America to cover missing deposit from 2014 Cooking for the Cure OPEN
- Update the Cooking for the Cure Flyer and post at the Capital Yacht Club and create a Facebook event and send invites out the first week of May COMPLETE

Debbi

- Monitor PNC account for missing \$100 deposit from 2014 Cooking for the Cure COMPLETE
- Edit donation receipt to create a version to be used for in-kind donations. COMPLETE
- Donate \$1,500.00 PA Breast Cancer Coalition for their “Friends Like Me” care packages COMPLETE

Tammy and John

- Write blogs for the website COMPLETE for Tammy / OPEN for John
- Submit any additional nominations for new board members by next meeting COMPLETE

All board members

- Research Network for Good as a donation platform for the website further before next meeting OPEN

### Celtic Pink Ribbon

- Penn-Mar June 20 / recommended by the festival for a newspaper interview
- Celtic Fling June 26-28 / Interview for Irish Edition happening there
- Proceeds \$2,003.34 (does not include sales from bands to pick up at Fling)
- Need to pick up tent from Tammy
- Posted to get ideas for a new slogan

### Audacious Diva Financial Accounts

- Credit Card balance \$0.00
- Checking account balance \$446.55
- CPR Balance \$ \$2,527.06
- \$5.00 credit to checking from Amazon Smile Sales

There was discussion on the continuing issues with PNC bank. Decision was made to switch to another bank after funds from Cooking for the Cure have been deposited and donation has been made to ONCA.

### Cooking for a Cure 2015

A check to cover the missing deposit from 2014 will be made as a deposited on the same date as all funds from Cooking for the Cure are taken to the bank.

Debbi provided a form to Tammy be used for Cooking for the Cure to track expenses, raffle items and funds raised.

There was discussion on the importance of tracking/reporting of all in-kind donation forms provided for fundraisers.

Raffle items are being collected, volunteers have been secured, food purchase and prep is on going

### Donations

Motion was made by Tammy Musselwhite to accept In-Kind Donation receipt prepared by Debbi Shaffer.

*2nd by John; Passed: 3 yes, 0 no*

A motion was made by Debbi Shaffer to donate \$100 of CPR proceeds towards sponsorship of Carbon Leaf's new CD as a Business Development/Promotion. *2nd by Tammy; Passed: 3 yes, 0 no*

### Donation Platform for the website

Network for Good has annual fees of \$708 which are too high for us currently. Debbi suggested Google Wallet, which has a per transaction fee.

- **Action item for all board members – research Google Wallet**

### EMBRACE Kickstarter

A contribution was made to this Kickstarter at the level we have exposure on their website when the documentary is released. They reached out to get our logo and information. We need to determine a donation platform for our website before they launch their website.

### Accountant Search

John continues to search for candidates. The ones he has spoken to so far were more interested in established boards and not new charities.

### Upcoming Fundraisers

Tammy is still investigating doing a Murder Mystery fundraiser at Capital Yacht Club in November

- **Action item for all board members – research Look Good, Feel Good charity as potential recipient of the fund.**

### Amending the By-Laws

Motion was made by Debbi Shaffer to amend article 3, section 2 of the by-laws to increase the number of current board members from three to five. *2nd by John; Passed: 3 yes, 0 no*

Per the discussion at the April Board meeting, John and Tammy brought forth no additional candidates

Motion was made by Debbi Shaffer to nominate Board Members at Large, Kim Best as Manager of Development. *2nd by John; Passed: 3 yes, 0 no*

Motion was made by Debbi Shaffer to nominate Board Members at Large, Anita Maginniss as Manager of Communications. *2nd by John; Passed: 3 yes, 0 no*

- **Action item for Debbi – Contact Kim and Anita to extend the offer to join the board.**

### LinkedIn for Non-Profit

Debbi provided a demo on the features and resources available on the website and how to do a search for members that have expressed interest in serving on boards.

Meeting adjourned 8:07 p.m.

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Debbi Shaffer, Board Chair

Approved –DLS

Date – July 21, 2015