

# Steering Committee Call

## Minutes

### 1/13/18 at 10am Pacific

Present: Ealasaïd, Nancy, Jenn, John (for beginning), Sandra,

Facilitator: Nancy not up for it, Sandra will do it.

Notes: Ealasaïd

- Facilitator leads everyone in taking a breath together and reciting the Holy Mother prayer
- Treasurer Report from John
  - ◆ Is in touch with Robert, who is waiting for the next Solar Cross board meeting, which should be happening soon, for some questions.
  - ◆ Will probably set John up with a checkbook. Thinks we have about \$4k in the MStar fund
  - ◆ Solar Cross has web hosting set up for a while, we are welcome to stay with that but don't have to.
  - ◆ Requirements for 501(c)3 apply to us too. John will send details by email.
  - ◆ We haven't thought about paying teachers or anything, need to think about how finances for in-person classes work (and how to keep them under the 501(c)3 rules)
  - ◆ Robert's waiting on board meeting for MStar to get our own bank account, Solar Cross is looking at changing banks.
  - ◆ We will have to figure out how we want to do tuition and payment for in-person classes.
- Approve minutes from previous meeting
  - ◆ Any issues with the minutes? No
  - ◆ Nancy moves to Approve
  - ◆ Jenn Seconds.
  - ◆ No Opposed. Minutes approved.
  - ◆ Ealasaïd will post
- Updates on action items from the previous meeting
  - ◆ Ealasaïd
    - Write up rules/guidelines for posting, send for discussion
      - ➔ Did so, everybody seems to like them.
      - ➔ Sandra: Moves that we post without discussion. Passes.
      - ➔ Ealasaïd will look into getting them posted.
    - Pull up structure doc, draft role summary
      - ➔ Nancy would like more time to look at them
      - ➔ Next month: discuss the roles as identified. Ealasaïd will resend as one big list

so they're not separate.

- Once roles are set, need to add processes around filling them (some are already in Structure doc) and term limits to keep people from burning out.
- Post Mstar student application process to Moodle
  - Ealasaid: I think I did. Will check and post if I forgot.
  - Ryan: Tony will take the info and forward to Elementals list.
  - Nancy: people can join without immediately starting to take classes, right?
  - Ryan: Yes. Teaching pillar has talked about starting a new Iron module soon, but will probably delay for a couple months to make sure people have time to join and get comfortable first.
- ◆ Jenn
  - Master Calendar. Ealasaid available to help.
    - It's in progress, will be wrapped up this weekend. Will make sure people can access the calendar without being able to edit it.
- ◆ Sandra
  - Classes status and schedule spreadsheet
    - Done.
    - Discussion about schedules, Teaching pillar will figure that out.
    - Discussion about orientation materials for new students.
    - Ari will spearhead orientation packet, will consult with newest generation of students to join, will include norms material from Laura, etc. May have outline by next meeting.
- ◆ Ryan
  - Boost the posting calling for teachers and add Ealasaid's Gmail address to it. ([ealasaidh@gmail.com](mailto:ealasaidh@gmail.com))
    - This didn't happen. Ryan will post an updated version in the News forum so email will go out to everyone.
  - Discussion about process for teachers becoming teachers. Things are currently really informal, need to formalize. Pillar is working on that.
- Pillar and other standing reports
  - ◆ Research and Alumni (Jenn)
    - Nothing new to report. Called for people to post projects/potential projects, no response. From checkins, folks are either finishing up projects or don't have projects right now.
    - Would be helpful to have our own MStar website where people could post publicly about their projects, folks connected to the school could have a place. Would like to see something like a blog, not the FB group. Would like T&T to look at that.
    - E: Will set one up, ping T&T about it.
  - ◆ Teaching and Curriculum
    - Will be meeting in the next month to formalize process for advanced teacher

selection and process for teacher reviews (do students who leave a class get to do reviews? etc).

- Ryan: wants a list of who has taught and taken what. Not sure who to ask for that.
  - Jenn: has definitions of alumni/student/etc, can talk with Starr about working on this.
  - Much discussion about whether Elementals students are MStar students or not, whether we can keep records on them or not.
  - Reminder from Nancy that MStar is a fraternal and teaching organization, not just teaching. We need to be sure we keep that in mind.
  - Teaching Pillar is working on teacher review process.
  - Ryan: We have a process for MStar people to teach elements, it'll be under the auspices of Mstar.
- ◆ Timecheck: have reached end of our time. Quick runthrough of the rest.
- ◆ Temple and Tech Report (Sandra)
  - Still figuring out who the new liaison is going to be.
  - Working on getting other Moodle admins besides Sarah.
  - Does T&T pillar need approval from steering before spending money/committing to spend money? Is there a budget/limit?
  - Also, T&T wants to coordinate with Teaching pillar for a more intentional use of our monthly check-in space/chats/etc. How best to coordinate with teachers?
  - Nancy: we need to figure out budgets as part of a bigger discussion, not right now. We need to set up a process for pillars to come to Steering to spend money.
  - Pillars to gather budget proposals/list of financial needs for next time.
- ◆ Retreat (Jenn)
  - There's a little East Coast MStar retreat next weekend. Hasn't posted about it though.
  - Will be posting about possible dates and houses for main retreat on Moodle
- Any new business? We are over our time limit.
  - MStar presence at Pantheacon?
    - Sandra: no time to do anything for this year, should we start planning for next year?
    - General assent.
    - Sandra: let's have this as an agenda item and discuss probable cons and what to do at them.
  - MStar (and T&T?) need a Solar Cross tech liaison
  - Discuss roles and responsibilities – see doc from Ealasaid
- Go over everyone's action items for next time
  - ◆ John to send details by email
  - ◆ Ealasaid

- Post minutes
- Look into getting discussion guidelines posted
- Resend roles and responsibilities list (for discussion next month)
- Check on whether app process was posted, post if not
- WP site for R&A
- Remove Solar Cross from agenda template.
- Think about possible events for MStar to have a presence at, what we might do. Discuss next time / in March.
- ◆ Ryan
  - Get budget proposal from Pillar.
  - Send Jenn login to Mstar Google.
  - Boost call for teachers by reposting it (with Ealasaid's Gmail)
  - Think about possible events for MStar to have a presence at, what we might do. Discuss next time / in March.
- ◆ Jenn
  - Wrap up Google Calendar (look at sharing, can we invite folks as read-only)
  - Post about dates and options for MStar retreat
  - Get budget proposal from Pillar.
  - Think about possible events for MStar to have a presence at, what we might do. Discuss next time / in March.
- ◆ Ari
  - Take point on orientation packet creation - will get orientation contacts and an outline (probably) prepared for next meeting
  - Think about possible events for MStar to have a presence at, what we might do. Discuss next time / in March.
- ◆ Jenn
  - Talk with Starr about gathering teacher/student/alumni information (who took/taught what, etc.)
  - Think about possible events for MStar to have a presence at, what we might do. Discuss next time / in March.
- ◆ Sandra
  - Get budget proposal from Pillar.
  - Think about possible events for MStar to have a presence at, what we might do. Discuss next time / in March.
- ◆ Nancy
  - Think about possible events for MStar to have a presence at, what we might do. Discuss next time / in March.
- Facilitator leads breathing and prayer to close