Steering Committee Call
8/11/18 10am Pacific

- Facilitator: Jenn
- Present: Laura, Sandra, Jenn, Ealasaid, Ari, Ryan, Nancy (called in)

- Facilitator leads everyone in taking a breath together and reciting the Holy Mother prayer
- Discuss minutes from previous meeting
    - Nancy: looked good to her,
    - Jenn: read them, thinks discussion on teaching should be edited down to reflect decision to have Teaching Pillar.
    - Ari: might be useful to have detailed notes available somewhere for
    - Sandra: concern about memorializing all discussion – could hamper discussion in the future if we know it's being archived. Makes sense to want to know the why of decisions, but stuff becomes public record and can be subpoenaed, so let's not set precedent of keeping detailed notes. Usually, would say "discussion ensued" with summary.
    - Ari: that makes sense. Doesn't want to start a shitstorm.
    - Sandra: just wants to voice the concern, what we do now sets precedent. All for transparency, doesn't want to hide, but also doesn't want to set us up for future issues.
    - Nancy: maybe pull out the Teaching pillar discussion and send to them to the pillar, and publish stripped down notes?
    - Ryan: wants to be careful of who has what authority. Steering has strong opinions about this, but doesn't have authority on the decision, doesn't want the pillar to feel like its decisions are made for it.
    - Nancy: OK, cool.
    - Ealasaid: OK, will take another run at paring them down and send aorund for approval in a couple days.
- Updates on action items from the previous meeting
    - Jenn - Reaching out to those joining research pillar, reach out to Morningstar in general about art for our sites. Also retreat stuff
        - Did email people, trying to set up a meeting within a month.
        - Haven't reached out to the people specifically for the website, not sure when we're planning to launch.
        - Laura: Ideally, transition will happen gradually, launch will be some time in September.
        - Will be much easier if people can go look at something, it's really abstract to

people right now. Will poke a few folks but really will start reaching out when site is live.

◆ Laura – continue to set up slack stuff, post to whole school about the next all-school chat, also do a post about our mission statement.
  ■ Needs to follow up with Ryan & Ealasaid to see what Teaching Pillar needs re Slack
    ● Ryan: pillar is good continuing to use Google Group already have. No opinion on where to have the teacher support forum. Pillar doesn't have a strong opinion. Whatever Temple & Tech wants is probably fine.
    ● It's easy to set up slack or a sub group on the forum, we just need to know who will be in it.
    ● Needs to know who to include in teaching support group – we need a list of who all has taught/mentored for Mstar in the past. Can Ryan get that?
    ● Ryan: we know who has applied for new stuff, but doesn't know who's taught in the past. Sandra, Tony, Sarah, who else? Who do we invite?
    ● Sandra: Starr taught a module; John and Ken mentored a module a while ago.
    ● Laura: Nicolai was a mentor
    ● Ari too.
    ● Ealasaid to send list above to Ryan and Laura.
  ■ Laura; got new message boards up and working! Needs more people to test the site.
    ● Has sent logins to a bunch of folks.
    ● Will come up with communication plan once site is thoroughly tested
    ● Ealasaid and Laura will pull info from Moodle
    ● Next semester to start on the new site
    ● Ryan: wondering how much Sarah knows about the transition
    ● She's on the Google group and has had access to all this discussion, have also sent thank you card and gift and she seemed to like it.
    ● Sandra: reached out to her to set up a call, couching it as we're finally setting up the corporation so we need to move off Solar Cross's servers, anticipates that she'll be sad-and-relieved. Sarah is super busy, so haven't set up the call yet. Working on it. Hopefully will talk to her by next week.
    ● Ryan: But does she know at this point that we're moving? Worried this might blow up.
    ● Laura: if she hasn't been reading her email, maybe not? We've been trying to reach her for a long time. Been discussing this via email for almost a year.
    ● Sandra: Sarah's been doing this work for a long time, she might blow up but she usually contains her explosions, doesn't think she's going to start a witch war or a huge rift in the school. We're all responsible adults who've been doing this work for a long time. We should trust our training.

- - - Temple & Tech is meeting again next week to see where we are, if we have anything we need to work with Steering on, will reach out.
    - ■ Thinks did both the posts...? Yes, we talked about it in the all-school chat. Yay!
  - ◆ Nancy - draft communication guideline for Ari and Laura's ongoing work on the orientation doc
    - ■ Yes, did draft it and sent it over.
  - ◆ Sandra - incorporation work, membership org write up/, Slack channel set up when needed, pinging Lenni and introducing Katie and Lenni at the next chat.
    - ■ Sent around draft bylaws with suggested stuff. Not sure anybody's had time to look at them though.
    - ■ Everyone on Steering to be on board, needs each of us to hemail her name, street addy, and formal email address; also permission to post this information. It will be publicly available.
    - ■ Ryan: do we really need to pub email address?
    - ■ Sandra: it's what we use for communication, so yeah.
    - ■ Ryan: thinks temple and tech should set up email redirects. Is very protective of personal email address. Plus it looks more legit if we have email addresses from the org.
    - ■ Sandra: directors cannot be employees, and so should not be using the url of the biz.
    - ■ Laura: site is already emailing people for the forum, if we add to that it could be too much. We should look at rules in Oregon, may not need to make them public. Board she's on, everyone uses other URL based emails. So, we need to look at the redaction between what we send in paperwork and what they actually post. Has her own concern about physical addresses, so we need to check.
    - ■ Sandra: there's a certain amount we don't have control over. From what she's read, this is stuff that gets filed publicly. Even if it's not on the website, once it's filed, people can ask for the filing and get it. It's not up to Sandra what gets sent.
    - ■ Sandra: please look over the articles, it's boring but we need to get it.
    - ■ Sandra: emailed Leni and Katie; Katie will be at next all-school chat. Hasn't heard from Leni, but at a guess she might not be joining us after all. Should send her email saying "I haven't heard from you, just want to confirm you aren't joining?" General assent.
- ● Pillar and other standing reports
  - ◆ Research & Alumni Pillar (Jenn)
    - ■ Update above.
  - ◆ Teaching & Curriculum Pillar (Ryan)
    - ■ Everything on track and on schedule.
    - ■ Call before retreat, everybody updated. Put out call for teachers
    - ■ Ealasaid to email the other teacher letters to Ryan for Pillar.

- All the classes are covered, yay!
- Are there other ways to reach students? Moodle notifications, but we need something else.
- Laura: Facebook. Also can go through our own channels, folks we know we can ping them.
- Nancy: We have a small number of people who've been active in the last year, so the classes will be small. Would be great to know who's taught what in the past.
- Jenn: Are we going to have teacher bios on the site?
- Ealasaid: if you're teaching publicly, sure, but if it's internal, let's not it's a fraught subject.
- Jenn: Cedar isn't well known to people who don't go to retreats tho
- Laura: can put up internal-only bio section. Then can look at that at end of semester.
- Jenn: On Moodle there are bios of everybody, too, part of Profile
- Laura: yes, can make sure folks write their own internal bios
- Jenn: that will cover the bios, then, yay.
  - ◆ Temple & Tech Pillar (Laura)
    - We kind of already did the update, so yeah.
  - ◆ Retreat Committee
    - met after retreat, working on poll for feedback and report to post to Moodle, should both go up Monday.
  - ◆ Solar Cross/nonprofit status
    - Sandra: John has regained access to paypal but can't move money out. Can see the transactions. Two-factor authentication makes it impossible for him to do anything with the funds. So, let's get our shit filed so we can have our own accounts.
- Where are we spending tuition money, and what are students getting from it? [need better way to say this]
  - ◆ Ryan: we have a tuition holiday right now, what do we want to do around getting people to start paying again? Is it reasonable that we could get a new paypal before classes start?
  - ◆ Sandra: if we continue at our current pace, no.
  - ◆ Laura: if we all get our shit to sandra pronto we get rolling
  - ◆ Sandra: not sure of turnaround on this stuff. Might be that we can get EIN quickly and get things set up. Alternatively, we could ask John to set up an account for us using his info, then transfer that account to MStar once things are up and running. We would have to keep the money in PayPal, but hopefully we wouldn't have it there a super long time. Wouldn't be comfortable asking him to do that until we're on the cusp of filing, though.
  - ◆ Nancy: we could pay by check for a month or two?
  - ◆ Sandra: that could work, as long as we become able to cash them within six

months .

- Ryan: uncomfortable to ask John to setup the account, commingling of funds can be a big issue. Keeping money in PayPal is also risky. People don't like checks getting cashed at random times. Could we send invoices from the Solar Cross Paypal and plan on making them give us the money?
- Sandra: the bottom line is that we have got to get on file. We need to get our account. John going in for surgery on Tuesday, will be stuck in bed and unavailable for a while, can't go to the bank
- Ealasaid; can do it if I get the info, sure.
- Sandra: we just need a way to get John on the account.
- E: OK
- Sandra: cool, everybody email the info in, no later than next weekend. Then can file on Sunday.
- Jenn: if we miss Sept 1, we can ask people to hold their payments or send a check if they want. Doesn't want money going to Solar Cross.
- Ryan: having the payments will also help determine who is and isn't in the school – either they're making payments or they've asked for help or they're silent.
- Sandra: that's covered in the incorporation paperwork, since we're filing as a membership organization. We need to finalize membership types. Needs us to read the paperwork. We might be able to finish that paperwork after filing but we need to get it done promptly.
- Laura: will be the one moving over people from Moodle, what threshold do we want to use to determine who gets moved to the new site and who doesn't?
- Sandra: John went through the Paypal to see who has paid in the last few years, may have a list.
- Ealasaid, Ryan, Nancy all pay by check
- Jenn: would like to maybe go back a year in terms of who's been active on the Moodle? Wants to be as welkcomign as possible to people who want to be involved. We could post something on Facebook, here are the requirements for reactivating.
- Sandra: we could potentially try to contact the folks we have info for, try to reach everybody listed on the Moodle. Tell them we're transitioning from Solar Cross to a membership org, do you want to be a member of the new org? Give them a deadline.
- Jenn: yeah, give them the classes and the payment structure. Can bring this to the Research and Alumni pillar.
- Ryan: happy to extend this to bring folks in, wants to make sure it's tied to payment or to some kind of sliding scale. Doesn't want people to be able to tag along on the move and not actually be active.
- Sandra: that's where the membership requirements come in. Members can be terminated if they fail to meet the requirements. There'll be a process, of course.

The structure we're moving into will require this. Welcomes it, thinks it'll make a tighter container. Does mean more work, but will be good.

- ◆ Laura: thinks these are good points. We're moving forward to a more formal structure, we need to follow up with people and assume good faith, but also state clear expectations and work to include people.
- ◆ Sandra: yeah. We will have a mechanism to handle this, which we didn't before. Thorn used to just cull the lists when she felt like it.
- ◆ Jenn: knows some folks are holding onto hurt from how Thorn did it before. She's just boot them without seeing why folks had been inactive. Yikes.
- ◆ Nancy: when we contact folks to reactivate, are we using the word tuition? What will people who aren't taking a class be getting?
- ◆ Sandra: we need to change language to membership fee/dues. If you're a student, you get access to the Modules. Alumni get access to ... whatever. Being a member gets you things. Access to temple, etc. we need to get this formally described. Really wants to make sure nobody is excluded solely for lack of funds. If you haven't paid but are participating, we need to reach out.
- ◆ Nancy: so, right to attend retreat, access to forum, what else?
- ◆ Ryan: zoom calls – chats, checkins, temple
- ◆ Laura: you get to be in the coolest gang evar! :D
- ◆ Nancy: we need to have all of this laid out, what are the advantages of being part of the org? Need it laid out before we start pinging people
- ◆ Sandra: it's a big question, we don't have answers yet. We have people like Ken and Cedar who don't participate online but do come to retreat.
- ◆ Nancy: it'll be helpful to be specific about this.
- ◆ Ryan: agrees.
- ◆ Sandra: Look at the bylaws membership definition, tweak as you want.
- ◆ Laura: it would be cool to ask people what they feel like they get from MStar, help us get the vocabulary/language would be really helpful.
- ◆ Sandra: definitely wants us to have our definitions clear before we start a PR campaign. Needs folks to contribute to bylaws
- ◆ Ryan: let's say everybody look at the doc and comment in the next week? How do we want people to comment?
- ◆ Sandra: comment within the Google doc.
- ◆ Decided.
- ◆ Sandra: we need to find out things like what insurance will cost, etc. we need an accounting. Wants a reasonable assessment of what tuition should be. We need a list of expenses. Would like to be able to compensate teachers in some way (which will raise a bunch of issues, but with Tony's class, would love to have seen us do that. But we couldn't pay him.
- ◆ More discussion. Folks looking at the big picture
- ● Any new business? No.

- <mark>Go over everyone's action items for next time</mark>
  - Ealasaid send list of teachers/mentors to Ryan and Laura.
  - Everyone on Steering needs each of us to email her name, street addy, and formal email address; also permission to post this information. It will be publicly available. Send by next weekend.
  - Everyone: read the bylaws Sandra posted, especially membership section, make edits as you like.
  - Sandra: repost link to the bylaws
  - Everyone: test the new forums
  - Jenn: discuss reaching out to less-active members with R&A pillar, draft some language.
  - Ealasaid: look into liability insurance in Oregon
  - Ealasaid: email teaching apps to Ryan.
  - Ryan: post a call for people to register as students.
  - Laura: post call for students on Facebook.
- Facilitator leads breathing and prayer to close