

Board Meeting

Saturday 4/13/19 10am Pacific

Present: Laura, Ealasaïd, Sandra, Katie, Ken

Facilitator: Katie

Notes: Ealasaïd

Called to order at 10:05

- Facilitator leads everyone in aligning, connecting to Lux, and reciting the Holy Mother prayer.
- Checking in: what do you bring to the call today?
- Approve minutes from previous meeting.
 - ◆ Approved unanimously (Ken abstaining since he wasn't present at the last meeting)
- Updates on action items from the previous meeting
 - ◆ Ealasaïd
 - Insurance: got and shared quotes. Kind of a wide spread, \$1300, \$1100, \$600. E likes the \$1100 one. Let's all look at the quotes by 4/20, then we will vote by email.
 - Find Wild Woman Fundraising social media thing: Book now out of date.
 - Corrections to minutes from Feb meeting (Nancy moved to eliminate? Add Nancy to list of participants). Done, approved.
 - ◆ Katie: contact Jenn re: A&R Pillar meeting, alumni definition
 - Sandra: We talked about the definition in a meeting and there were questions but thinks we never got answers. We changed the bylaws so we could approve them.
 - E will find minutes today and send out.
 - ◆ Laura
 - Doc/list of asks: got the doc up on the Mstar Google Drive, can use as repository for when we're asking the Pillars for things.
 - Pantheon discussion in forum, invite people over from Facebook: Done.
 - Paypal button for dues: Done.
 - Changing date/time of all-school chat: Yes. We adjusted the time by moving it 30min later (2:30pm Eastern instead of 2pm) starting with the chat later this month.
 - ◆ Sandra
 - Add Katie to Slack. (remove folks no longer on Board): Not yet, will do so today.
 - Email Ken: Done, and Ken is here.
 - [Scheduling discussion]
 - Ken: Thinks roughly this time could be workable for the next little while. Will let us know by next Saturday.

- IRS stuff: It's a 2hr call, hasn't been able to fit it in. Extension has been filed, so we have until September. We won't hear back on the 1023 until next month at the earliest. Will try to find the time to call them.
- Pillar and other standing reports
 - ◆ Research & Alumni (Katie)
 - Katie: Haven't met. Meeting Thursday. Would love guidance around blog posts questions.
 - [Discussion around blog posts – general consensus is that we expected R&A to figure that out]
 - Sandra: Audience is the public, people who are interested in Mstar
 - Ealasaid: Jenn had ideas around art and poetry from alumni and current folks, which is why that Pillar got it.
 - Laura: Yep. Jenn got the first login for the blog because of this.
 - ◆ Teaching & Curriculum (Ealasaid)
 - Short, mid, long term plans. Making progress!
 - short - quarter
 - ◆ Next two modules (two class groups)
 - ◆ Extended curriculum (timewise)
 - ◆ Looking at process/commitment for teachers for elements
 - ◆ Is that a 2 years commitment (shift change)
 - ◆ Questions for students to get feedback (lyssa to resend)
 - medium - year
 - ◆ All processes figured out
 - ◆ What does that mean?? Checklist for processes
 - ◆ Teachers - commitment
 - ◆ Based on class - rotating quarters
 - ◆ Brainstorm modules/teachers/
 - ◆ Gearing up for external teaching (to then have elements)
 - ◆ Commit to sitting to the draft
 - ◆ And being ok with addressing changes as they come up.
 - long term vision
 - ◆ One / two elemental classes going
 - ◆ Growing the school
 - Sandra: Excited that we're moving forward. Need more people.
 - E: want to get processes set but yes, three of us is not enough.
 - Sandra: we're going to have to reach out to people individually not just big calls for volunteers, probably. It makes a huge difference when everybody is pulling in the same direction.
 - ◆ Temple & Tech (Laura)
 - Laura: T&T is the Pillar of Infrastructure.
 - Social media policy! Board should at least look at if not formally approve.

Will send around by email.

- We want name consistency on all the platforms, Sandra used a tool to find it, MstarMSchool. Needs the okay to get the domain as well.
 - ◆ Sandra: How much does a domain cost?
 - ◆ Laura: \$14.95? Checking... \$26/yr. Could also get .pizza domain for another \$40, LOL
 - ◆ Sandra: moves that she get up to \$50 for domain names. Unanimous approval.
 - ◆ Laura: will connect with E and John for money. Also needs to move other stuff to MStar card
- Sandra: We need to check w/Sarah and Thorn for the .org domain.
 - ◆ Laura: will do that.
- Ealasaid to talk with Thorn about the domain and about her website (she's the first two links if you Google us)
- Laura: Looking in to analytics/web tracking
 - ◆ [Discussion]
- Sandra: big sweeping info can be useful but doesn't want gross tracking stuff.
- Laura: Dreamhost has really basic stats, but not easy to export.
- Ken: There's probably a wordpress plugin for low level analytics without being involved with big data aggregation.
- Katie: WP has basic tracking stuff, numbers of visits and where they're coming from.
- Sandra: Most interested in "did we have an uptick after the ribbons at Pcon?" type questions. New users vs regular users is okay, but really just traffic is the important thing.
- Laura: We'd need conversation between T&T and the Board about how often to provide stats and when. If we can see "oh there are a bunch of people in Oregon visiting the site," we could look at offering a class in OR or something
- Laura: Last thing, we need to get new folks to do temple and all-school chat facilitation, need to reach out to people probably.
- Katie: Question, should R&A set up a Google group?
- Laura: Set up generic websites and linked to Google groups that already exist but there wasn't one for R&A.
- Laura: having a google group for the retreat committee would be good, will do that too.
- Sandra: we need a data retention policy – who's responsible for taking groups down or changing the membership. They're great but do need maintenance. We need to identify what we want to keep forever and what we want to keep for a certain length of time.

- Laura can take a stab at it, as a data privacy person she works with this a lot at work. Will include forum posts.
- ◆ Retreat Committee (Laura)
 - Met. Some ideas. Will be posting to find out who's attending so they can reserve a space.
- Checkin: Tuition and membership benefits.
(aka what are students getting for their dues? Generally this has already been covered under Pillar reports or similar, but we want to keep this in mind as much as possible)
- New Business
 - ◆ Temple & Tech Social Media material – covered already.
 - ◆ Process for tracking and following up on dues
 - Laura: now we have Paypal up and people can pay. There wasn't a formal way of tracking in the past. There are a couple issues here. It's sensitive data. E, John, and Laura all have access. We have to calculate back dues. Wants a process. Do we get a report from the treasurer periodically? Payment of dues is in bylaws, if you're not paying you're not an active member.
 - [Discussion] Laura will draft a process.
 - Laura: we need to talk about the conflict resolution board next month, we need more people we can't have the same four people on all the committees. CRB members should NOT be on the Board.
 - Sandra: Yeah, we should reach out to Nancy, she was very interested.
 - Ken: Starr might be a good person for that too.
- Go over everyone's action items for next time
 - ◆ **Everyone: look at the insurance info stuff by 4/20**
 - ◆ Sandra: Look at bylaws table from that long meeting and see if our Qs about alumni are there
 - ◆ Sandra: add Katie to Slack
 - ◆ Sandra: IRS stuff
 - ◆ Ken: Check schedule for May meeting, let us know by 4/20.
 - ◆ Laura: look at notes from bylaws discussion.
 - ◆ Laura: spend up to \$50 on domain names - connect w/E and John
 - ◆ Laura: draft data retention policy.
 - ◆ Laura: draft dues processes, share with board.
 - ◆ Ealasaid: Check in w/Thorn about .org
 - ◆ E will try to find minutes from bylaws discussion re alumni class today and send out.
 - ◆ Find IRS survey and send to Sandra
 - ◆ E: put conflict resolution board on next month's agenda.
- Checking out: 3 words.
- Confirm next month's call (May 11, 10am)
- Facilitator leads breathing and prayer to close.

Done at 11:38am Pacific