

Morningstar Mystery School Board of Directors

June Meeting Minutes

Saturday, June 8, 2019

Present: Ealasaid, Laura, Katie, Sandra

Facilitator: Sandra

Called to Order at: 10:03am

- Facilitator leads everyone in taking a breath together and reciting the Holy Mother prayer
- Approve minutes from previous meeting
 - ◆ Approved.
- Updates on action items from the previous meeting
 - ◆ Everyone: Look over and comment on data retention policy and other material when Laura sends it out
 - Folks not sure if they looked at it
 - Laura: if you read a thing and like it/have no comments, just comment at the bottom "thumbs up!" or similar to indicate you read it.
 - We need Ken to look at it.
 - Sandra: let's institute a slack channel on this and put deadlines on it – we probably won't be able to get to it til August since our next mtg is the retrospective.
 - Laura will set up the channel.
 - ◆ Sandra: IRS call – moving, busy. Will call some time before August meeting.
 - ◆ Laura
 - Connect w/Sarah around .org; other domain names – haven't been able to get hold of her, will keep trying
 - Draft dues process/policy and send around for comment – sent to John, will get it sent to us once he gets back to her about it.
 - Set up "orientation" meeting – had it! Great and productive meeting. Good notes and good action items.
 - Draft invite for Conflict Resolution Board – Cedar is in, no reply from Nancy, Starr had resistance, Laura replied but hasn't heard back. Will circle back to her and Nancy today but we may need a backup person. That could be tricky since ideally it should be people who aren't on the board
 - Add info on what is in-MStar-only information to social media policy. - hasn't done yet. Will do.
 - ◆ Ealasaid

- IRS survey stuff – emailed, no reply.
- Insurance stuff – working on it with John.
- Communicate with Teaching & Curriculum that Board wants cords info laid out – done, am now the one working on that.
- Make notes - July BoD call to discuss looking back over what we've provided to students; January meeting is for looking forward and planning the coming year – done, updated agenda template and stuff
- Pillar and other standing reports
 - ◆ Treasurer
 - Normally will give us basic in/out money update, probably. Wants to establish process/procedures around this
 - Right now we have about 10-12 people paying dues; not sure how many people are active. Most folks who are paying started when we got Paypal up, not sure how we want to deal with the interim where dues were due but Paypal wasn't available.
 - Presumably it's okay for the board to know who's paying and who's not?
 - Laura: we haven't talked about that. It can be a sensitive subject and the board doesn't really need to know all that detail.
 - Sandra: we should be tracking each person. Okay to anonymize the data, but we need to be able to make decisions informed by how people are keeping up.
 - Laura: we have a roster, we could add columns for how much they've paid and how much they owe
 - Sandra: finance needs a spreadsheet with that. If we reach an accommodation with dues we need to formalize that. For example, we could forgive an amount of dues so they're not stuck under all that debt and work out a new amount for them to pay.
 - Laura: do we want people to contact the treasurer or the board if they're having trouble paying?
 - John: board would need to approve, so maybe cut out middleman?
 - Sandra: could let people reach out however they're comfortable – board, treasurer, teacher
 - Ealasaid to let teaching pillar know students can come to them about money
 - John: so, report would be this much income, this much expense, this many people are X months behind and this many are up to date.
 - Sandra: when we're bigger we will need more formal report, but right now we're pretty small. If we have outliers, need to know about that and decide what to do. We might need a student liaison in the future but don't need it now – don't want to over-bureaucratize the process.
 - Laura: when someone is a teacher they don't have to pay dues, we also need to track that.

- John will check and let Board know who isn't paying
- Ealasaid: very concerned about money still in Paypal
- Laura: let's set up a regular schedule for him to move money
- Discussion: when to transfer. Schedule? Dollar amount?
- Decision: John will check the balance roughly twice a month and transfer if it's over \$150.
- Should note when John starts and stops being in the meeting. He's done at 11:04am.
- ◆ Research & Alumni Pillar (Katie)
 - Met, went over rules for posting
 - Sandra: is someone assigned to moderate posts? Like, to make sure posts are compliant with 501(c)3 rules? Not just Mstar secrecy, but political stuff.
 - No. Katie will bring up to the pillar.
 - Laura will get a checklist for that person to look at when approving posts
 - Jen needs access to social media policy
 - Laura: once it's approved, will sort that out.
 - Sandra: we were talking about a document repository – need to figure that stuff out.
 - This discussion will move to Slack.
- ◆ Teaching & Curriculum Pillar (Ealasaid)
 - Classes are set, we have teachers and a call for students
 - Laura will be helping out for a bit
 - we're focusing on sticky points, monthly meeting!
 - Going to work on what is required for doing an Elements class.
- ◆ Temple & Tech Pillar (Laura)
 - Good stuff! Organizing file naming conventions, so exciting!
 - Lots to do, still. Will be setting up next quarter's schedule for chats and temple
 - Next newsletter is open for submissions.
- ◆ Retreat Committee (Laura)
 - We have a space and a count of attendees, need to meet and do next steps. Will be strong collab between Retreat Comm and teaching pillar – want to use retreat to help folks who might want to teach but are hesitant to get ready to step up.
- ◆ IRS Stuff (Sandra) – already covered.
- New Business
 - ◆ July meeting will be centered on a retrospective. What have we accomplished since last summer? What could we do better?
 - Do we want to ask the pillars to give their thoughts? Ask students to let us know what they think is going well / what isn't? Lyssa can put this in the newsletter, maybe also reach out to a couple students directly to ask for anonymous feedback?

- Who to reach out to? Sandra: who's active in classes but not on the board? (is ok if they're on pillars)
 - Louise, Nancy, Cedar?
 - Katie will reach out to them for input.
 - Laura will send general request for input to Lyssa for newsletter.
- Action Items
 - ◆ Everyone: look at doc retention Slack channel, think about material for the retrospective next meeting.
 - ◆ Sandra: IRS call
 - ◆ Laura:
 - Connect w/Sarah around .org; other domain names – haven't been able to get hold of her, will keep trying
 - Set up Slack channel for data retention policy
 - Draft dues process/policy and send around for comment
 - Conflict Resolution Board followups
 - Add info on what is in-MStar-only information to social media policy. - hasn't done yet. Will do.
 - Get a checklist for that person to look at when approving posts
 - Send general request for input to Lyssa for newsletter.
 - ◆ Ealasaid
 - Let teaching pillar know students can come to them about money
 - Insurance application
 - ◆ Katie: reach out to Nancy, Louise, Cedar for input for the July retrospective meeting
- Confirm next month's call – Saturday, July 6th
- Facilitator leads everyone in taking a breath together and reciting the Holy Mother prayer.

Adjourned at 11:37