

Meeting Summary 12/11/13

Meeting called to order 7:00

Prior Minutes – Accepted as written.

Motion was made to make Patrice Shannon a board member and was seconded. All who were present agreed and Patrice was accepted as a new board member. She asked to join the Fundraising and Programming committees.

Financial report –

- The profit/loss statement for November and December as well as a year-to-date statement. There had been a discrepancy between what was reflected in the bank account and what was shown in Quickbook. It was discovered that when the board changed, Glenn's salary was changed from hourly to salary, and this had not been set up as a recurring payment in Quickbooks and was not removing funds from the "Quickbooks Account Log". That problem has been corrected so that the bank account and Quickbooks match.
- We will be sending letters to those who have donated over this year. Jenny suggested attaching a financial statement to donors along with the thank you letter.

Operations –

- Website updates were reported. The agenda has been posted on the website and a board summary of the meetings will be posted a few days after each meeting.
- The information to renew our solicitation license has been sent in.

Fundraising Committee report –

- The committee wants to be broken into 3 categories. Special Events, Programming, Fundraising. This will start in January.

Grants committee

- Two members of PRISM will be going to Creating Change under the Charlotte Lesbian and Gay Fund, a grant The Center received last year. For plane, hotel, and taxi to and from airport, it will cost around \$2,080. The members going will be Mel Hartsell and Dean Mercer.
- An intensive search for Operational Grants for the building will begin since this is our strongest need currently.
- The LGBT Community Center has become a member of Grant Station which offers a searchable database of private and governmental grantmakers.
- Jodey Ziglar from UNCC will be contacted regarding a potential internship or volunteer opportunity for them.

- The next meeting of the Grants Committee will be Saturday, December 14, 2013 at 11:00 am at the LGBTCC.

Chair Update

- Scott Coleman sent an email resigning effective January 2, 2014 due to work commitments. An updated list of all board member contact information will be distributed.
- Bylaws review – The board voted to make changes to the bylaws. We will have open meetings starting February 19th. The board voted to re-establish the LGBT Community Center Membership. Two subcommittees were formed to make recommendations for both of these changes. They will be the Bylaws Sub-committee and the Membership Sub-committee.
 - Glenn and Patrice volunteered to be on the bylaws review sub-committee. A third board member was also nominated for the committee.
 - Patrice, Crystal and Jenny will work on the membership sub-committee. The group agreed that we will begin a membership process and will work to establish fees and structure.
 - The board voted that a membership drive will begin after the bylaws are changed.
- There was discussion about opening board meetings. Roberta suggested meetings be open.
- Open board meetings were voted on and was agreed by all present. Rules and regulations for open meetings will be decided by the new bylaws committee and voted upon in the January meeting. Open meeting will begin in February of 2014 since the bylaws still need to be changed in regard to the structuring.
- Town Hall – Mark Wisniewski – wrote an extensive blog detailing what happened at the Town Hall meeting. This was distributed. There was discussion about the success of the meeting and what should be done to address all of the important issues raised by the meeting.
- Another Town Hall meeting was proposed for in February 2014 was proposed as a follow up to the last one.
- Board Positions - New Board Members – the board previously discussed advertising open board positions. The board position of treasurer is also open. Glenn will publicize the positions on the website along with a blank application.
- Event Planning –Patrice had been asked to help plan a January fundraiser on January 25, 2014. The concern was that there is not enough lead-time to get corporate sponsorships and adequate donations for this to take place in January. She suggested March 8, 2014 for this event. This will be a special NoDa event.
- A fundraising drive in January was suggested. A “Calling Party” was suggested where we would have music, food, etc for people cold-called for donations.

New Business:

- A suggestion for a public relations committee to be headed by Patrice. This was seconded and all present agreed. Patrice was accepted as the new public relations committee chair. She will also try to create a brochure for the center.
- On Sunday, there is a Jazz/Neo-soul concert to benefit the Baker Six children whose mother was killed at Hartigan's.
- The board noted that there should be uniformity in pricing for space at the center. This will be addressed at January's meeting.

Jenny moved to close the meeting at 8:34, Crystal seconded and Roberta adjourned the meeting at 8:34.