

SEAPAX Board Meeting - 09/13/2020
Agenda and Minutes

Date: September 13, 2020

Time: 10:00 - 12:30

Location: ZOOM TBD

Board Meeting Agenda

1. Committee/board member updates (Review before Meeting)
2. Introductions (15 min)
 - a. Board members & roles, committees
3. Approve Minutes from last Board Meeting
4. Public Health - Seattle & King County Contact Tracers (John Berry - 10 min)
5. Board Elections (Brad - 5 min)
6. Diversity and Inclusion Update (Megyn - 15 min)
7. Advocacy Updates - proposed virtual meetings with WA State legislators (Beth, Carlie, & Erin - 10 min)
8. Communications Committee Updates
 - a. Recent Activities (Kathleen - 5 min)
 - b. [Official SEAPAX logos](#) (Brad - 5 min)
 - c. [Decolonizing Peace Corps](#) promotion (Sally - 10 min)
9. End of Year Contribution Campaign (Kathleen/Brad - 10 min)
10. 2021 Regional Campout (Carolee/Brad - 10 min)
11. Mentor Program Update (Lillian-5 minutes)
12. [Board Manual](#) (Brad - 10 min)
13. Annual Board Retreat (Brad - 10 min)

NOTES

Attendees: Brad Cleveland, Cara Sandquist, Brendan Chiesa, Ilene Jaffe, Erin Branigan, Aaron De Sal, Sally Holmes, Brittany Ferrell, Lillian Baer, Kathleen Sebastian, Beth Ahlstrom, Carolee Walters, Megyn Rodriguez, Joshua Jackson, Carlie Sulpizio, Evangelina Sundgrenz, Kathleen Sebastian

Guests: John Berry

1. **Committee/board member updates (Review before Meeting)**
 - a. **Community Service Chair** - Aaron Luce, Brittany Ferrell, Andrea Shelton
 - i.
 - b. **Book Club Chair** - Darien Luce
 - i.

- c. **Communications Chair** – Kathleen Sebastian
 - i. Working on finalizing a number of documents before the board retreat in November, one of which is Roles and Responsibilities.
 - ii. Discussion took place regarding the request from Refugee Artisan Initiative whether or not we should continue advertising for organizations that reach out to us. Currently there are no criteria for when we do or do not use our database for outside organizations.
 - iii. Kathleen is drafting two different forms - one for board members, one for non-board members, which includes general membership and outside orgs - for newsletter and social media posting requests.
 - iv. Google Suite for non-profits is free and comes with a few more features. Kathleen will continue looking into this.
- d. **Membership Chair** – Kathleen Sebastian
 - i. End-of-Year Contribution Campaign
 - 1. We had originally planned 2 campaigns - one for early summer, one at the end of the year. The early summer campaign was cancelled due to current events.
 - 2. Comms team will include our new 501 status as a way to encourage contributions.
- e. **Grants Committee Chair** – Ilene Jaffe
 - i.
- f. **Speakers Bureau Chair** –
 - i.
- g. **Calendar sales** – Carolee Walters
 - i.
- h. **Events Chair** – Hillary Abrams & Aaron De Sal
 - i.
- i. **Webmaster** – Eva Sundgrenz
 - i. Some members haven't been getting newsletter or board emails. Eva will be looking into this and running some tests to identify the issue.
- j. **Newsletter Editor** – Sally Holmes
 - i. Decolonizing Peace Corps is a new group, reaching out to PC affiliates. They have an Instagram and email, but most discussion takes place on their Facebook page. They've asked SEAPAX to share their links with our membership.
 - 1. Carlie engaged with the individuals who created the group and gathered that they are still in the developmental stages. It may be something to keep an eye on.
- k. **NPCA Advocacy Chairs** – Beth Ahlstrom, Erin Branigan, Carlie Sulpizio

- i. NPCA is asking advocacy leaders to speak with legislators. Beth had a meeting with Spokane RPCVs and Senator Cantwell's staff on 9/11.
 - 1. Asking for support for budget: \$410 million
 - 2. 5 Washington state co-sponsors for current bills: S-3700, S-3642, and S-3964
 - ii. It has been challenging to gather information from membership on what issues they'd like the advocacy team to bring to NPCA. Members are encouraged to contact the advocacy team about any and all issues they can bring to national leadership.
 - iii. New 501(c)(3) status may affect the way we engage with advocacy efforts. These rules are easily accessed on the Web, and members are encouraged to check these out and ask questions as necessary.
- l. Mentorship Program Chairs - Jenn Ritchey, Lillian Baer**
- i. We have been getting more requests for mentors recently (1-2 each time the newsletter is sent out).
 - Recent requests have been very specific for folks connected to public health, the medical field, and environmental affairs. These very specific requests have been difficult to match, and we are currently looking for a mentor in the medical field and another one in environmental affairs. If anybody on the board knows of an RPCV who might be interested in the mentor program with these backgrounds- please let us know.
 - As Co-Chairs we plan to meet in early October to evaluate the program to date, and consider best directions for closing out of the mentor program. Possible options include a closing survey (that helps guide us for the future) or simple email messages to mentors at the end of 4 months. We are thankful to Megan who got the ball rolling with helping us think about this, but just need more time to sort this out.
 - ii. Does anyone from the board have any updates, recommendations, or concerns to share regarding the mentor program? .
- m. Diversity & Inclusion - Megyn Rodriguez**
- i. Newly formed committee met Aug 13.
 - ii. The committee discussed the following:
 - 1. What would it look like if SEAPAX events had a lens of diversity put on it? Ideas included supporting Black-owned businesses for Happy Hour, or including Black authors in book club selections.
 - 2. Does this committee address challenging topics like policing, gentrification? Recalling that SEAPAX is now a 501(c)(3), and in

the spirit of Peace Corps in general, there must be political neutrality.

3. Permanency of the position. At this moment, Megyn is the Acting Chair, and the committee is unsure how long a focused group will take on these discussions until it is fully integrated into board operations.
 - a. Board members will discuss permanency more at the board retreat on Nov 1st.

n. **President** - Brad Cleveland

- i. The Refugee Artisan Initiative is reaching out to their network and asking for help communicating to our membership about their “VOTE” and “BLM” masks, currently for sale.
 1. They received a grant from SEAPAX a few years ago.
 2. No objections from the board.
 3. Communications team will discuss further to decide when and how to disseminate the information.
- ii. SEAPAX logos
 1. Some logos in use did not include the byline “Bringing the World Home.” The correct logo is in the G-drive. Anyone using this logo should include the most up-to-date logo, which includes the aforementioned byline.
- iii. [SEAPAX Board Manual](#)
 1. Board members are asked to review and provide input by Oct. 1st, particularly regarding the sections each member is in charge of. Brad will distribute.
 2. The goal is to have a completed manual for the board retreat in November.
- iv. Annual Retreat - November 1st
 1. Brad, Cara, Kathleen, and Josh will get together to draft the agenda.
 - a. Committees should be prepared to provide information on their 2020 activities, as well as budget requests.

o. **Vice-President** - vacant

p. **Treasurer** - Brendan Chiesa

i.

q. **Secretary** - Cara Sandquist

i.

2. Other Business

- a. John Berry - update on Seattle/King County contact tracing project
 - i. King County expressed interest in placing 10 RPCVs into contact tracing positions. Hoping for final approval early next week.
 - ii. 30+ responses to posting. Very accomplished applicant pool!
- b. Board Elections
 - i. Ballot went out in last e-newsletter, website, and Facebook.
 - ii. Election ends 9/30.
- c. Regional Campout
 - i. We were supposed to organize for 2020 and switched with another group due to us hosting the PCC conference. Carolee found a nice place in Oregon that would be ideal for 2021. A team will be created to make a proposal and arrangements.

Notes taken by Cara Sandquist

To be approved by the beginning of November's board meeting