

**SEAPAX Board Meeting - 01/12/20**  
Agenda and Minutes

**Date: January 12, 2020**

**Time: 10:00 AM - 12:30 PM**

**Location: Antioch University, 202 A & B, 2400 3rd Ave, Seattle, WA 98121**

**Door code:**

**Board Meeting Agenda**

1. Committee/board member updates (Review before Meeting)
2. Introductions (15 min)
  - Board members & roles, committees
3. Approve Minutes from last Board Meeting
4. New board members (Brad - 10 mins)
5. Finances (Brendan - 30 mins)
6. PCC2020 updates (Brad - 15 mins)
7. U.S. Global Leadership Coalition (Brad - 15 mins)
8. Mentor Program Update (Jenn- 2 minutes)
9. SEAPAX Speaker Series (Brad/Katy - 10 mins)
10. Upcoming events (Brad - 10 mins)
11. SEAPAX vs SeaPax (Brad - 5 mins)
12. Pangea Giving

## NOTES

Attendees: Brad Cleveland, Darien Luce, Sally Holmes, Hilary Abrams, Andrea Shelton, Erin Branigan, Carolee Walters, Britany Ferrell, Eva Sundgrenz, Brendan Chiesa, Josh Jackson, Jenn Ritchey,

Guests:

1. **Committee/board member updates (Review before Meeting)**
  - a. **Community Service Chair** - Aaron Luce, Britany Ferrell
    - i. No updates
  - b. **Book Club Chair** - Darien Luce
    - i. No updates
  - c. **Communications Chair** – Kim Arent
    - i. No updates
  - d. **Grants Committee Chairs** –
    - i. No updates
  - e. **Speakers Bureau Chair** – Katy Kaltenbrun
    - i. Bring in people who speak to topics of interest to RPCV community at the end of board meetings or at SEAPAX social events (today is Pangea Giving)
    - ii. Bring in UW Peace Corps community
  - f. **Calendar sales** – Carolee Walters
    - i. Update was given at meeting: 2020s --80 remain; perpet--10 remain; notecards--46 remain. sold at meeting; board approved plan to reduce prices for 2020 in Feb (25% approx, March 50%)
  - g. **Events Chair** – vacant
    - i. No updates
  - h. **Membership Chair** – vacant
    - i. No updates
  - i. **Webmaster** – Eva Sundgrenz
    - i. No updates
  - j. **Newsletter Editor** – Sally Holmes
    - i. No updates
  - k. **NPCA Advocacy Chairs** – Erin Branigan, Carlie Sulpizio
    - i. No updates
  - l. **President** - Brad Cleveland
    - i. PCC2020 updates
      1. Keynote speakers requests through NPCA and SEAPAX
      2. Secured some sponsors

3. Documentary screening and panel on Wed, July 15: A Towering Task (\$1200 request, use any revenue for SEAPAX)
    - ii. U.S. Global Leadership Coalition
  - m. **Vice-President** - vacant
    - i. No updates
  - n. **Treasurer** - Brendan Chiesa
    - i. End of year report (2019)
      1. Revenue/fundraising sources: calendar and SEAPAX merch
      2. Per by-laws: 75% of fundraising money should go to grants
      3. 2019 is the first year that we generated revenue
      4. Membership dues are optional but we need to remind members to pay dues
      5. Need to think in how we bring in additional revenue
      6. Overall -\$500 for 2019
      7. Expenditures of \$100+ need pre approval
    - ii. Budget approval (2020)
      1. Peace Corps conference will provide opportunities to generate additional revenue
      2. Will vote on budget at next board meeting, March 1
    - iii. Transition to 501(c)(3) organization and vote on By-Law modifications (Brad/Brendan - 10 mins)
      1. Motion approved
  - o. **Secretary** - Cara Sandquist
    - i. No updates
2. Introductions
    - a. Board members & roles, committees
  3. Approve minutes from last meeting
    - a. Minutes unanimously approved
  4. Other business
    - a. Mentor Program Update (Jenn)
      - i. Met with Carl, who has experience with mentor programs, will work directly with Jenn
      - ii. Working with Eva on the Mentor website, should go live on 1/12
    - b. SEAPAX vs SeaPax (Brad - 5 mins)
      - i. By-laws and other official documents have name in capital letters
      - ii. Should spell name in all capital letters

Notes taken by: Darien Luce

To be approved by: March 2020