



**SEAPAX**

BRINGING THE WORLD HOME

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## **SEAPAX Board Meeting Minutes, June 30, 2013, at the Northeast Branch Seattle Public Library**

Present: Carey Homan, Shahida Shahrir, Joana Ramos, Scott Ramos, Dina Davis, Marianne North (Uganda 67 – 70), Jacqueline Powers (Fiji 72-73). Absent: Simone LaPray, Lillian Baer, Jaron Reed

Joana called the meeting to order at 1:10

**1. Introductions:** attendees stated name, country and years of service; Joana reviewed meeting outline; the minutes of the previous meeting, which were distributed by email, were approved by voice vote.

**2. Calendar Sales:** Jennifer Baugh discussed the logistics of calendar sales which she has headed for several years. 150 calendars have been ordered and delivered. This is 100 less than we have ordered in the past year. Jennifer will be unable to continue to head this activity which generates the funds for the SEAPAX grants program. Jennifer shared her experience and suggestion for successfully tracking sales and the cash.

**Jennifer will post notices to Yahoo Groups and requests that they be copied to the Newsletter and website.** Mail order sales will continue to be accepted.

### **3. Board Updates:**

Simone has resigned as President due to her upcoming move, although she will continue in the area until August and will work with SEAPAX as she is able. Joana was asked and has agreed to step into the role as Acting President, as she has previous experience in many capacities.

It was proposed that Board business mailing lists include committee chairs and NPCA representatives in order to aid the flow of information and ideas.

Joana requested that when replying to all in an email Board discussion one can reply to "SEAPAX Board" rather than "reply all" ( to individuals + to Board email) to reduce the amount of repetition in the email chain.

**4. Bylaws Update:** Joana reported that she and Lillian are working on revising the SEAPAX By Laws for clarity and ease of use. They are also working on a Board guidebook as an operations manual, and to aid future Boards and help transitions.

Joana presented a draft spreadsheet titled "Revision of SEAPAX Decisions needed "which listed the topics and decisions, with pro and con comments, that the Board needs to consider for the revised bylaws. A copy of that document is appended to these minutes. No action was taken at this time.

**5. Treasurer's report:** Carey provided a Balance Sheet showing SEAPAX assets of \$12,513.57; \$2,900 is available for grants (money from 2012 and 2013 calendar sales). Carey recommended that we needed to distribute the grant funds this year, and to give substantial donations to 3 local groups for maximum impact.

With the change of Board members, Catherine Swanson and Aileen Ly will no longer be signers on the SEAPAX BECU account. Joana Ramos and Carey Homen will continue to be signers on the account.

**6. Newsletter:** Dina briefly reviewed the content of the July newsletter. Shahida agreed to review it before publication. Joana suggested that a deadline for newsletter submissions be added to the SEAPAX calendar to encourage submissions. That deadline would be the final Monday of each month for the following month's newsletter. Scott said Mail Chimp could send out that reminder automatically. **Dina will provide the text of the reminder and Scott will facilitate the Mail Chimp**

**7. Membership:** Scott reported that payment by PayPal has been integrated with Mail Chimp so that basic information is automatically added to the Mail Chimp database. Peace Corps specific information (country and years of service, program) still needs to be entered manually.

**8. Grants:** No information on grants was available. **Simone will send when she returns from her trip.**

**9. Book Club:** Marilee Fuller is the new chair of the Book Club. The next meeting will be August 11 at a location TBD . The book discussed will be "Field Work".

The book club currently meets every other month. It was suggested that a current events discussion group be formed to meet in the interim months. Although there is an interest in having a discussion group no coordinator has been identified yet; **Joana will advertise.**

**10. Events:** Shahida said that she has arranged for a Peace Corp presentation to the high school students of One World Now. The panel presentation with 5 RPCV's will be Monday, July 1 at SPU.

It was suggested that Shahida add a "Speakers Bureau" tab in our Box.com and store the presentation info & lists of RPCVs who have participated. A page with Speakers Bureau information should also be added to the SEAPAX website.

Carey confirmed that she has cancelled our camp out reservation for August.

Sunday, September 15 was proposed as a date to invite SEAPAX members to the Burke exhibition "Empowering Women" on artisan co-ops, with an Eats Out dinner to follow. Shahida will look for possible dinner locations nearby and is asking for suggestions.

Ramadan begins July 9. Last year's Iftar potluck was a success and it was proposed to repeat it. Lillian has offered to host. Shahida will coordinate with Lillian to find a date which will work. Dina would like to publish the information in the July newsletter.

A Pub Night was suggested for October 10. Shahida will look into locations.

December 7 was proposed as the date for the SEAPAX Holiday party. Location TBD

Joana offered to present a program in October or early November on new health insurance opportunities coming in 2014 through the Affordable Care Act , plus special issues for PCVs and RPCVs. This could be in conjunction with a potluck or other get together. Date and location are TBD

**11. Picnic:** The annual SEAPAX picnic will be held at Seward Park, shelter #2 on Saturday, July 13 beginning at 3pm. Lillian and Simone are in charge. Carey sent the Park Dept. permit & instructions to Board. The permit needs to be posted an hour before our start time. Simone and Lillian are encouraged to reach out to Board members and SEAPAX members for help with the picnic. Joana, Shahida and Carey plan to be there. Dina will not be able to attend.

**12. Regional Campouts:** Scott and Joana are planning to attend the Idaho Regional Camp out.

Scott is researching locations for next year's regional camp out which SEAPAX will host. He stated that at least 50 – 60 people normally attend the regional camp outs.

**13. Internet:** It appears that the SEAPAX website has been hacked, as some information has gone missing. Joana said we need to change our passwords on all our web sites. **Scott will head this task.**

**14. NPCA Advocacy:** Joana presented the offer from NPCA to provide organizing materials and points of contact for Peace Corps advocacy with local law makers during the August recess of Congress. No one at the Board meeting was interested in pursuing.

**15. New Business:** Jacqueline Powers presented an idea to develop a solar cooker for use in Africa and solar rich areas. She described her contacts in the sustainability community and interest in developing an inexpensive solar cooker or oven. She requested permission to give a presentation at the SEAPAX picnic and ask for volunteers to form a group to research and work on the issue. Jacquie was informed that per our standard practice, the Board will make a decision about the request and let her know the outcome. We will do so before the picnic.

**16. Future Meeting Dates:** to be discussed and agreed upon via email.

The meeting was adjourned at about 3:20 pm.

Respectfully submitted,

Dina Davis  
SEAPAX Secretary

Submitted for review July 2, 2013  
Revised per comments July 3, 2013

Revision of SEAPAX Bylaws: Decisions Needed

DRAFT

Prepared by Joana Ramos, June 2013

Issue/Topic	Decision/Action	Comments	Outcome	Date
<b>Fiscal year</b>	Maintain April-March or switch to calendar year?	Calendar yr. aligns with reporting year, does not conflict with membership on 12-mo. basis		
<b>Election #1</b>	Switch to calendar year, Jan- Dec.	For initial transition year, will current board remain in office through 2014, or do we need new election Nov. 2013? Poll members		
<b>Election #2</b>	Clarify “affirmation” vs. “election” of board members	Describe both scenarios in bylaws, explain procedure. Update to include electronic voting (and other relevant new topics). Not really election if only 1 candidate per position		
<b>Term limits</b>	Desired? what should they be ? Limit by specific office? for Board in general? interval before rejoining ?	Pro: can encourage new involvement by new people; can help prevent stagnation/dysfunction; promotes intergenerational scope of Board  Con: can lead to loss of experienced people, knowledge of best practices & organizational memory, mentoring opportunities		

<b>Treasurer requirements</b>	Require minimum length of membership for candidacy?	Past accountability problems : lack of record keeping & general lack of responsibly > financial losses, hurts SEAPAX reputation, legal issues. OK to require for Treasurer but not for other officers? Allow for other types of vetting		
<b>Membership Coordinator</b>	Retain as elected office?	Pro: emphasizes importance of position Con: imbalance with non-Board status of other committee chairs Ongoing difficulty in recruiting those able & willing to do the job		
<b>Grant funds</b>	Allocation plan	Keep as is? Specific percentage to be donated? Determine what provisions for Bylaws & what for Board Handbook		
<b>Individual NPCA Membership of Officers</b>	Should there be any requirement? for specific officers who handle SEAPAX records?	Pro: NPCA restricts data file access for member groups to reps of group who are themselves individual NPCA members. Con: SEAPAX is member--not affiliate--of NPCA & believes individual membership is personal choice. We need file access. revisit with NPCA?		
<b>Other issues</b>				