



May 2020 Board of Directors Meeting Minutes

Date/Time: May 7, 2020, Thursday, 6:30 PM – 8:00 PM

Location: Zoom Teleconference, Hosted by Katy Hintze

Attendees: Katy Hintze, Ann LeBlanc, Fendy Chan, Caroline Inouye, Diron Hill, Sally Kidwell, Kevin Ponzo, Heather Patton, Barbara Walker

REGULAR BUSINESS

1. Call to order: 6:37pm by Katy Hintze
2. Approval of Board Meeting Minutes
 - a. March Minutes: Motion to Approve: Diron; Second: Fendy (Ayes: 9; Nays: 0)
 - b. April: Motion to Approve: Barbara; Second: Fendy (Ayes: 9; Nays: 0)
3. Submit volunteer hours for March and April 2020
 - a. Added to hour-tracking spreadsheet (if anyone needs a copy, Heather can email to you)
4. Membership Update
 - a. Kevin & Caroline ready to send out membership renewals, but this isn't good timing when SSC's primary activity of sending kids overseas is on hold. Katy will draft letter to membership, resetting to annual calendar year membership. Fendy suggests mid-January event to promote membership. Motion to defer active member renewals to Q42020: Barbara
Second: Sally
Ayes: 8; Nays: 0
5. Treasurer's Report
 - a. Monthly Update –
Katy said check reimbursements are now coming in for \$300 trip refund. Fendy shared updates to March budget. (Note added here from mention later in meeting: Fendy has filed SSC tax return.)
New category to be created in budget called "community involvement."
Discussion about leftover supplies and snacks from cancelled SSC events to be used to make gift baskets for graduating seniors.
 - b. Membership fee discussion
Kevin indicated deferring renewals means \$2750 in projected income loss. Group discussed this would be compensated by multiple cancelled events/expenses.
 - c. Katy Hintze made a very generous personal donation to SSC, with an employer match from Sirius.
 - d. Diron updated group that city will be furloughing employees and cutting budget. If SSC could return any excess from the \$7500 funds received from city, it would apply to next FY beginning October 1, 2020. Katy to draft letter re same and share with Vicki.
6. Caroline will be appointed as Historian/Photographer committee chair
 - a. Barbara made the nomination. Vote: Ayes: 9; Nays: 0

UPCOMING EVENTS:

7. Scholarship update from Barbara: 3 \$500 scholarships given to seniors (2 men, 1 woman; 2 going to Rice, 1 to NYU Shanghai). CISD creating a video with scholarship announcements. Katy made a clip naming SSC recipients; SSC asked not to share names until after the video is released. Funds will be sent directly to university bursar offices.

RECAP OF PAST EVENTS

8. YAAS: Katy updated that the winning artwork couldn't be sent to national competition due to shutdown; artwork is still at the studio.
9. Japan trip cancellation/refunds return – in progress

OTHER BUSINESS

10. Youth Board: Katy hopes youth board/activities will launch again in Aug/Sept.
 - a. Discussion of purchasing food/canned goods for Grace donation. Diron motion to spend \$100 for food donation, all voted in favor. Katy will work with youth board to deliver food to Grace.
 - b. Discussion of having youth board prepare thank you cards for first responders. Katy will include this in her note to youth board and work with Diron to distribute cards.
11. What's Next for SSC: table and revisit item in September, possibility of continuing with fall street cleanup as it's outdoors
12. Open Forum
 - a. PVSA: Ann updated that she's been handing out the awards one student at a time, so far to seniors & juniors; taking their photos and will add to Facebook when she has handed them all out.
 - b. Newsletter: don't forget to send in any photos for newsletter; next one to go out in July

Adjourn: 7:55pm

July: No Adult Board Meeting
August: 8/6 Adult Board Meeting: location TBD