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| The Cennea Thorla Guidry Scholarship Foundation |
| Board meeting  |
| Date 09/22/2023 |  |
| Time 2:30-4:30 |  |
| Meeting called to order by  | Shelbra Thorla-Ginn  |

## In attendance

Shelbra Thorla Ginn, President

Kelly McDonald, Vice-President

Ashley McKenna, Secretary

Jane Kasper, NEW BOARD MEMEBR

## reports

President Shelbra Thorla Ginn presented the Agenda.

Agenda:

I. Treasure’s Report

a. Review of Financials

1. Accountant: Update

2. Spreadsheets: Provided to Board Members prior to meeting

b. Expenses: Rental suite no longer needed. Shelbra placed a motion to end rental agreement and Kelly 2nd the motion.

c. Update on all fundraisers for quarter: Chipotle updated amount. Football fundraiser current.

e. Update on all Grants for Quarter: Did not receive BernCo or Lululemon grants, but foundation was able to get all materials together for future grants. Still awaiting disposition of ABQ Women’s Giving Circle Grant.

f. Goal: replacing $5000. Personal funding from Shelbra. Will replace over time.

II. Board of Directors

1. Bylaws discuss (Move discussion to work group)
2. Board member positions: Rita Finey will not be joining. New board member, one practicing law will consider joining the board and a second who has experience in domestic violence advocacy (Work Group to decide the position descriptions/ fundraising/ volunteer hours)
3. Board member invitation letter (Work Group to create once requirements established)
4. Growth: Growing the board is an important step in Foundation’s development preparing for next year

III. Fundraising

1. Fundraiser Calendar: reviewed what is scheduled for 2023 and need to create for 2024
2. Scheduling/Planning Opportunities

a. Table with NM Reentry Center later in 9/23

b. Possible opportunities with Valencia Shelter Services/Watermelon ranch (reach out again)

c. Facebook birthday fundraiser: Kelly will host

d. End-of-Year Giving Campaign: Will need to launch in November

e. Special End-of Year Donor Correspondence: Need Work Group. Something handmade?

 b. Future Grants: Need Work Group to identify and create Grant calendar

1. Mission
2. Application Process: Working with developers, suggestion to have all files be able to be uploaded for documentation purposes
3. Programming
4. Paypal button: creating a new button that shows different programming and offers donors to specify where their money goes
5. Story Repository: Plan for added feature to website; need to consider volunteer training curriculum for people collecting/editing stories
6. Memorandum of Understanding: Created and ready for application process launch
7. Rebranding: promotional materials from 4imprint; Board Members asked to go online and give feedback to use the $500 grant before 12/31/23.
8. Social Media Management: Kelly would like to manage the accounts and work on educational topics
9. Promotional items: Jane stated that she would create a slide deck for community-facing presentations
10. Canva Account: need to clarify what can be uploaded into our account
11. Build v Buy r/t Community Outreach Materials: Discussed making items available to the Board, as well as what’s worth purchasing vs creating.
12. Promo Materials Needed/Plan: Sent to Work Group. Will depend on timing of rebranding.
13. 4Imprint Grant: asked member to look at and provide feedback; must spend $500 by 12/31/23.
14. Newsletter: Need Work Group. May try to create for End-of-Year depending upon capacity
15. Voluntime: Everyone needs to log their hours.
16. Growth
17. NM Workforce Connections: met with them to see if program could offset costs of interns, but we need a W2 employee before TCTGSF is eligible for funding
18. Office Space: It would open up more opportunities for support through interns, but cost is prohibitive at this time.
19. 3rd quarter outreach

1. Crossroads for Women

2. Pegasus Legal Center

3. Social Service Network Meeting

4. Saranam

5. Railyards Market

6. NM Reentry Center

7 505 Food Fights

8. Southwest Women’s Law Center

9. Barrett House

10. Haven House

11. ABQ Faithworks Collaborative

12. NM Coalition Against Domestic Violence

13. Sandia Prep School Development Office

Next meeting 12/08/2023 @ 2:30