



BOARD MEETING MINUTES

DATE: Monday, September 10, 2018

TIME: 6:00 PM

LOCATION: The Bay

MEETING CHAIR: Daniel Marquez email: danielriley1991@gmail.com

MEETING SCRIBE: Patrick Alexander email: ptrik87@gmail.com

MEETING TITLE: 2018 - 2019 Development Goals & Calendar

SUPPORTING DOCUMENTS REQUIRED: Agenda, Previous Meeting Minutes, Financial Reports, etc.

BOARD MEMBERS / ATTENDEES REQUESTED:

Daniel Marquez	Gretchen Arroyo	Ron Royer	Megan Salley
Daniel Huntley - Absent	Patrick Alexander		

AGENDA

Call to Order: Called to order by Dan M at 6:01 PM, all board present except for Dan Huntley

1. Welcome / Introductions:

2. Agenda Action Items

a. Bylaw Amendments Recap

i. Corporation Voting/Discussion (September 26, 2018)

Bylaw amendments reviewed in detail at previous meeting. We may need to make a clause for website maintenance pertaining to different areas of responsibility, so it isn't the responsibility of any one specific board member.

b. Sponsorship & Development Director

i. Election (September 26, 2018)

ii. Corporation Meeting

Sponsorship and Development Coordinator election is planned for September 26th after the Corporation meeting. A publication will be made announcing the meeting and election.

3. Meeting Minutes

i. Approve August 29, 2018 Meeting Minutes

ii. Approve May/June Meeting Minutes

The meeting minutes from May and June have been made available at this meeting. Ron motioned to approve, seconded by Dan Marquez.

4. President Report

a. Representation Opportunities

- i. Sept 28 - Volunteer Celebration (TBD)
- ii. Sept 29 – KZUM Festival – Need Volunteers
- iii. October 14 – Sowerfest (TBD)
- iv. October 25 – UNL LGBTQIA History Dinner

Suggestion to move the volunteer celebration to September 28th before the Anastasia show at Das Hause since we have still not heard about having it on the 14th. The show begins at 10 so the event would begin at 8.

KZUM festival September 29th, we need to get volunteers, Megan will take the lead on that. We will also need to set up shifts for the board to be there. It runs from 1-9 pm at Antelope Park. KZUM will be lining up their own transportation of the tents we are renting them. Gretchen will create a rental clause.

Sowerfest is October 15th, remains tbd.

UNL LGBTQIA history dinner deadline for registration for a table is October 1st. Gretchen will take care of payment.

b. Community Opportunities

- i. National Coming Out Day – October 11, 2018 (TBD)
- ii. LGBT Leadership Summit
- iii. Conference and Training

National Coming Out Day is October 11th. Dan Marquez suggests having an event at The Bay for coming out stories. Last year Chipotle ran a sponsorship with us, Dan Marquez says Blaze pizza and Raising Canes also does similar partnerships. Dan Marquez will take the lead on this project and work with Megan as needed.

LGBT leadership summit – Dan is working with Kristen at Outlinc to create possibly a statewide leadership conference to bring in people to speak with multiple organization about fundraising and how to improve nonprofit functionality. Details to come.

Suggestion to invite Clover Fredrickson with the Lincoln Community Foundation to a board meeting to advise us with marketing opportunities.

Conference and Training – development budget available for this

c. Meeting Space/Date

- i. Location (Hub/The Bay)
- ii. Recurring Dates
- iii. Meeting Topics

Nonprofit Hub will allow us to go under Outlinc's affiliation in order to meet for free there. Dan Marquez suggests using the Bay as an exclusive meeting space. Tentatively decided to make BOD meetings the second Tuesday and Corporation meetings the fourth Wednesday of each month and to use the space at the Bay moving forward.

5. Reports

a. Vice President

- i. Internship Outreach with Community Outreach Coordinator
- ii. Educational Outreach with President & Pride for the Youth
- iii. T-Shirt/Business Cards/Name Tags Update

The email used for the Journalism department last year is not working so we need to reestablish contact with them to keep our internship agreement. Dan is also reaching out to SCC to create a program with them.

Educational Outreach - Dan would like to pull Human Resource focused individuals to work with us on this internship. Dan Marquez suggests creating a power point presentation to show to schools and organizations. We need to reach out to Lincoln High School and Southwest. Dan has reached out to Taylor with Pride for the Youth to try and establish a working relationship. Dan Marquez will refer them to The Bay for help with their 501c(3) status. Danielle Conrad with the ACLU may be a good resource.

Dan has not gotten a price set for shirts. Within 24 hours of this BOD meeting we will reply with our preferences for the name tag design.

Community Outreach – Dan Huntley would like to build a common calendar for us all to coordinate events we would like to attend. Dan Marquez will create an invitation for us all to get on the same google suites page.

b. Treasurer

- i. Financials Update**
- ii. Sponsorship Pricing Update**
- iii. Permits & Insurance Update**
- iv. Grant Update – with Secretary**

Current bank balance is \$13,849.31

No big expenses in September.

Zillow is still outstanding and a few other vendor payments. A hard copy letter went out this week to Lydia with Zillow showing 90 days past due. We will take down Zillow's branding on our website pending their payment. If we don't hear back from the individual we sent the payment request from we will need to look for new contacts with their company.

Sponsorship Pricing Update – The packages have been changed from ranges to specific amounts. It is to simplify collection and tracking of donations. Vendor Booth Packages have been changed to Vendor/Exhibitor Booth Packages to be totally inclusive and in line with industry terminology. Rates for food vendors changed, verbiage concerning what amperage the vendors will require has been added and the shared partnership spaces have been removed. Rates have been kept low within industry standards. This is also negotiable as needed. A staffing fee has been added in order to ensure there is some accountability with showing up, or at least reaching out to us beforehand if they are unable to staff their booth. Ten days prior to the event we will send out the terms and conditions to our vendors to ensure they have updated information.

We need to talk about an annual sponsorship and what kind of discount amount that would equate to. We would like to get early sign ups for sponsorship early and we would provide them a discount for supporting multiple events.

Dan Marquez will work on updating the advertising letter.

There is no update concerning insurance. We are still waiting to hear back on several quotes and will have more information at the next meeting.

There is no update on the grant.

c. Secretary

- i. Newsletter with Community Outreach Coordinator**
- ii. Documents/Records Reconciliation**

Waiting for Megan to create a Mail Chimp account. It integrates multiple social media platforms.

Megan is creating a template that will be a simple drag and drop format that allows for external links. Patrick and Megan will continue to work together to get a firm start date for the newsletter. Ron has a list of all the emails and we will discuss this at the next board meeting

Doc and record reconciliation - Patrick and Dan M will set up a meeting to go over documents and record

d. Entertainment Director

- i. Sept/Oct/November Benefit Shows**
- ii. Committee Update (September 16th at Panic)**
- iii. Ideas for future productions**
- iv. Mr/Miss Star City Pride Commitments**

We will need to meet to decide what event we want to do in December

The event committee will be meeting September 16th at the Panic at 2 pm.

Commitments – We are not changing the requirements for them. Ron is going to get both crowns at the same time with the intention of getting a discount.

e. Community Outreach Coordinator

- i. Marketing/Communication Strategy & Calendar**
- ii. G-Suites Set-Up**
- iii. Community Meetings (LGBT Organizations)**

Marketing/Comm strategy – Google calendar will contain a posting schedule for the newsletter and social media posts. Megan and Ron will be working together on the calendar so that when the Sponsorship and Development coordinator starts they are able to smoothly transition into shared responsibility. We will have a functional calendar by the next meeting.

G-suites setup is waiting on a verification code we need to get from Vadra. She is present and says either Riley or Michael Geist likely has the information

Community Meetings – We need to start promoting our sister organizations more and attending their meeting. Having the Outlinc and PFLAG's monthly meetings in our calendar and having a representative present.

Megan suggested having some facebook live posts at events we are putting on.

SCP board/feedback from the community might be best gained via facebook polls and can be fun or more serious.

Dan Marquez requests that Ron and Megan meet up to create the calendar and get the election into it as well as the entertainment subcommittee meeting.

6. New Business

a. Event Opportunities

- i. Husker TailGAYt Update – Patrick** Tailgayt set for November 10th NE vs Illinois game and will be held at the Jasmine Room. Will require input from other BOD members for pricing and event prep.
- ii. New Years Eve Gala – Gretchen** Gretchen has some ideas but would like to bring them up at the Entertainment Subcommittee meeting. By the next meeting we should have a better idea of what we are planning to do with this.
- iii. Entertainment Ideas – Ron** Entertainment subcommittee is working on entertainment ideas and planning for the pride event
- iv. Networking/Development – Huntley**

Heartland Pride – out of the darkness walk – Lincoln does not do this. Perhaps think about doing one next year. May work for National Coming Out Day.

Adjournment Dan Marquez motioned to close at 7:34, seconded by Patrick Alexander

7. Convene to Closed Session (if necessary)

BOARD CHAIR APPROVAL:

(Signature & Date)

BOARD SUB-CHAIR APPROVAL:

(Signature & Date)
