



Individuals Making Progress Advancing Communities in Texas

To empower the lives of youth, families and individuals by uplifting communities
to make positive changes through social services.

AGENDA

Assumed Name: IMPACT TEXAS

Board of Directors Agenda

Via Telephone Conference

Thursday March 3, 2016

7:30 – 8:30 pm

I. Meeting call to order: 7:39 P.M.

Response: Meeting called to order

Roll Call: Curtis Carr, President present. Melissa Turner, Secretary present. Stephanie Harris, CEO present. Blanca Rodriguez unexcused absence.

Response: Present members confirmed

II. Establish quorum

- i. Quorum established: President and Secretary present

III. Additions or corrections to the agenda: No additions or corrections to agenda

Response: BOD agree with approved agenda

IV. Approve Board Meeting minutes from November 19, 2015.

Response: Melissa Turner, Secretary moved to approve board meeting minutes from November 19, 2015. Curtis Carr, President seconded the motion. President adopted motion to adopt board meeting minutes from November 19, 2015.

V. Bylaws:

- i. Attorney currently reviewing bylaws
 1. No cost to the organization
- ii. Will vote to approve after attorney approval

VI. IRS application

- i. Application pending awaiting attorney bylaws approval
- ii. CEO to determine correct IRS documents to complete

VII. IMPACT Website (www.impacttexas.net) launched January 20, 2016

- a. 34 views of website
- b. 99 Likes on Facebook (www.facebook.com/impacttexas2015/)

VIII. CEO Evaluation

- i. Determine evaluation process and due date
 1. CEO evaluation to be completed annually (organization founded 2/2015)



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- ii. President will create CEO evaluation form
 1. BOD members will evaluate CEO individually
 2. Final score will be calculated and submitted to CEO for signature

IX. Backpack Event

- i. Tentative date August 20, 2016 1-4 pm
- ii. Location
 1. Tentatively at Pflugerville library
 - a. Will confirm date on May 20, 2016 (can only reserve 90 days before event at library)
 2. Pflugerville recreation center contacted
 3. Pflugerville ISD will be contacted
- iii. Online registration available for Backpack event
 1. Volunteers have begun signing up
 2. BOD to register as greeters for event
 3. Backpack registration available
 - a. Can sign up to complete testimonial
- iv. President to provide BOD t-shirts for backpack event
 1. Vendor has confirmed availability to create t-shirts
 2. Need to confirm t-shirt design

X. Backpack Donations

- i. \$25 donation received on website through PayPal
- ii. Toiletries donated by hotel
- iii. Can food donations for local grocery store

XI. Sponsorship solicitation needed to:

- i. Donate supplies
- ii. Donate money
- iii. Volunteer for backpack event

XII. Fundraising Committee:

- i. Eight committee members. Soliciting 3 more committee members.
- ii. Each committee member to raise \$100.00.
- iii. Requesting all Board of Directors to participate and solicit donations from family or friends. Suggestion: start keeping your loose change and donate to our Bash. Funds due by May 1, 2016. Please mail donations to CEO.



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- c. Sponsors to provide fundraising for IMPACT Texas.
 - i. Goal to solicit 5 companies that will do fundraising for us.
 - ii. Suggestions; companies that may assist with fundraising.
 - iii. **Response:** Suggestions banks, car dealerships, Harley Davidson, United Way, Sonic, Baylor Scott & White, furniture stores, Lowes. Goal to receive funds from sponsors by June 1, 2016.

VIII. Media:

- i. Website externally reviewed for corrections
 - 1. Corrections implemented to website
 - 2. Website activity being calculated
- ii. Volunteer needed to make minor adjustments to website
 - 1. Color and font changes
 - 2. Inserting links
- iii. Newsletter to be distributed in April and October 2016
 - 1. Newsletter will include Backpack event, DEA disposal program
 - 2. BOD to think of ideas for newsletter

IX. Announcements and Calendar Updates:

Response: No new announcements and calendar updates

X. Officers Report:

- a. President.
 - i. President will create IMPACT email
- b. Member-at-Large
- c. Secretary.

Response: No new information provided in officers' report

XI. Action items:

Response:

- a. President will create CEO evaluation form
- b. Determine date for community prescription disposal
- c. Email contacts about face painting
- d. President will create IMPACT email
- e. Create ideas for newsletter
- f. Additional meeting may be required before next quarterly meeting to approve bylaws following attorney review

Next Board Meeting: Thursday, June 16, 2016 from 730 – 830 pm

XII. Adjourn.

Meeting adjourned at 842 pm.