

# Minutes 2016-01-16

Minutes Draft January 14, 2016

Attendance:

All present except Gwen Fry.

Opening Prayer 7pm EST

Minutes approved. (DB moves, CW seconds)

President's report

- Audit will be performed
- CW will review certain documents from BG to see if we need external review.

Local Affairs

- SWM has Marcos lined up for Province 1
- Province 6 is the remaining vacancy
- Current listserv is not accurate and needs updating
- updates with Laura will cc BG or DB.

National Affairs

- GF not present

Communications Report

- Friday Flash discussion while Mel is gone on Camino May 12-July 4.

Treasurer:

- Financial Update: 2015 YE Financials should be ready by 1/23/16. Will be sent to board as soon as received.

- Chase bank account has been closed and remaining funds sent to Laura for deposit to BofA

- Budget for 2016 was approved by Board on January 2016 call. Being entered into Quickbooks by Cathy for monthly Actuals vs. Budget financial report

- 2015 Audit includes preparing 990

- 2014 990 needs to be posted to website. DeAnna will contact staff and auditors to get a copy to send to Mel

National Affairs:

- Stakeholders call will be on Thursdays. First call on February 2

- Carolyn looking for volunteers from stakeholders to be Vice-Chair to encourage more participation
- Low attendance on calls could mean calls are not monthly Development:
- Board members need to pledge donations. Only one has been received so far. DeAnna will follow up.
- Bruce will begin draft of Lent appeal to be sent out mid-Lent (exact date TBD)
- Contract Grantwriter will also research sources for grant funds

#### Membership:

- S Wayne commented that Board recognizing problem with database accuracy and recognizing there are problems is an improvement from the past.
- Need to have clear process and procedures for updates
- Bruce to write blurb for Friday Flash re database

#### Action Items:

- Bruce to write response to Anglicans at Canterbury
- Bruce to send documents to Carolyn re Title IV
- Bruce to begin draft of Lent appeal

Adjourned at 8:16 EST