

OFS Board Meeting Minutes

Convened: 6pm Wednesday, July 7, 2010 at 416 Washington Street, Suite 208.

Attending: Frank Barber, Blake Nelson, Isaac Overcast, Paul Potasnik, Allen Stanton, Brent Turner, Josh Kane (staff rep), Elaine Vradenburgh, Linda Friedman. Meli Bless and Sasha Cornellier arrived late (see below).

Approve Last Month's Minutes: Approved.

Announcements: Volunteer coordinator Josh Kane has given notice; his last day is June 15.

Committee Reports

Festival Oversight (Isaac): No report filed. They don't have an approved budget for the festival yet, but the festival staff will try to make due until one is available.

Development & Fund-raising (Meli/Sasha): Report filed. They are still transitioning to Salesforce (got a Salesforce for Dummies book). Elaine applied for Lassen grant.

Marketing & PR (Meli): Report filed. They are creating a marketing plan with new volunteer Jennifer Moore.

Personnel (Allen): Report filed. They conducted a hiring process to replace our outgoing volunteer coordinator.

Board Development (Paul): Report filed. They developed processes for electing the board and the board officers, as well as a long-overdue committee charter.

Film Ranch Task Force (Frank): Dormant.

Staff Rep (Josh): Reports filed by Helen and Elaine. They have some new interns to help with administrative tasks.

Budget Review

We were planning to change our fiscal year to start in July, but some feel it may be more useful for a number of reasons to wait until next year. Therefore, it's been proposed to hold off on changing our fiscal year until 2011, by which time we would be able to anticipate the budget more accurately.

(Meli arrived after toward the end of this conversation. Sasha arrived a few minutes after Meli. Both were in time to be informed on the topic and vote on the motion below.)

A motion was made to delay changing our tax year until 2011. The motion was seconded and approved.

Needing Approval

Secure-A-Home Fund – Donations Consultant Team: It didn't need approval after all.

Festival Budget: Tabled until next month.

Board Officer Job Descriptions: A motion was made to approve the job descriptions. The motion was seconded and approved.

Approval of the Facilities Committee Charter has been tabled.

Needing Discussion

Committee Chair Scenarios:

Finance – Frank will co-chair with Peter, if Peter becomes Treasurer. A motion was made to make Peter the Treasurer. The motion was seconded and approved.

Development & Fundraising – Blake is interested in co-chairing with Sasha.

Marketing & PR – Brent interested in co-chairing with Meli.

Facilities Committee Charter: Paul will follow up with Peter on this.

Board giving schedule: A discussion ensued concerning the timing and advance notice of soliciting the board for donations.

Adjourned: 7:45 pm.