

July 7th, 2020 - GPF Board Meeting Minutes

1. Welcome and Attendees
Petra, Mara, Nicole, Petra, Josh, Toyama, Ben, Greg, Wouter - 8am PDT
Regret: -
2. Welcome (new) Board Members Nicole, Toyama and Josh
3. Agenda Review and Discussion
4. Appointment of Officers
 - a. President - Ben
 - b. Vice-President - Greg
 - c. Secretary - Wouter
 - d. Treasurer - Nicole
5. Appointment of Committee Board representatives
 - a. Program Committee - Toyama, Mara, Nicole
 - b. Sponsorship Committee - Petra, Ben, Josh, Wouter
 - c. Election Committee (exc' Mara, Petra, Michelle) - Toyama, Ben, Greg
 - d. Membership Committee - Michele, Mara, Ben, Wouter
 - e. Attendance Committee (inc' Approvals Sub-Committee) - Toyama, Michele, Wouter, Josh, Nicole
 - f. Event Management and Delivery Committee (JSA liaison)- Petra, Ben, Michele
 - g. Operations Committee (inc' Process, Systems, IT support, website, ...) - Wouter, Ben, Mara, Toyama
 - h. Finance Committee (inc' operating budget, forecasting, internal controls, policy, funding & investment strategies, legal etc) - US based is preferred - Nicole, Greg, Ben
 - i. Each Committee will appoint their chair by the next August board meeting
6. Review and approve June 22 2020 minutes - approved.
7. Treasurer Report - Fiscal Year End to June 30th 2020
8. July 2020 - June 2021 Membership
 - a. Membership invites sent to 56 newly qualified individuals on 6/12. 28 have accepted.
 - b. Membership extension notifications were emailed to existing members on 6/12 via GMail platform. Resent via Pathable. No requests to opt-out recorded
 - c. Update webpage new members
9. IT - Operations Committee
 - a. RFP Draft to be sent out after the next august-2020 board meeting
10. Website Update
 - a. Website updated:
 - b. Update "About GPF" with new Board members and roles
11. Bylaws amendment - add election tie-breaker. Proposal for review and vote - Accepted

12. Admin support - Meeting scheduling, minutes, chasing, invoicing, supplier liaison etc.
Proposal outline, with support → RFP draft - accepted (to be ready 1 week before the next august board meeting)
13. Board conduct in public online forum. Outline of what we are trying to fix.
14. Member code of conduct review
15. Any other business?
 - a. Expectations of board contribution and process for proposals, action points, reporting
 - i. Action points to be added with every meeting minutes
 - ii. Meeting minutes to be sent out the next day after the board meeting (first Wednesday of every month)
 - iii. Board meetings: first Tuesday of every month
16. Adjournment @ 9am PDT