Board Meeting
Agenda
1/14/2019
Time: 7:00pm
Pride St. Louis Office
3738 Chouteau Avenue
St. Louis, Missouri 63110

I. Call to Order and Establishment of Quorum
II. Guest(s) Introduction
III. Changes to the Agenda
IV. Approval of Minutes
V. Special Orders
VI. Reports
   a. Executive Reports:
      i. Matt Harper, President
         1. InterPride Conference
      ii. Marty Zuniga, Vice President
         1. No Pertinent Topics at this time.
      iii. Vacant, Secretary
         1. No Pertinent Topics at this time.
      iv. Jason Johnson, Treasurer
         1. Organization’s Financials
         2. Finance Committee
   b. Board Director Reports:
      i. Todd Alan | Director of Corporate Sponsorship (Report Attached x2)
         1. Sponsorship Updates
      ii. Leon Braxton | Director of Diversity and Inclusion
         1. Holiday Dinner Recap
         2. 1st Sunday Supper
         3. LGBTQIA Leadership Roundtable Committee
         4. Meeting Report
         5. Diversity Quiz
      iii. Julia Clay | Director of Communications
         1. No Pertinent Topics at this time.
      iv. Christa Cunningham | Director of Operations
         1. No Pertinent Topics at this time.
      v. Jesse Doggendorf | Assistant Director of Corporate Sponsorship
         1. Sponsorship Updates
vi. Dennis Gorg | Director of Compliance
   1. Compliance
   2. Website
   3. Passwords
   4. Square Store

vii. Jolene Gosha | Director of Parade
   1. No Pertinent Topics at this time.

viii. Morgan Morris | Director of Board Development *(Report Attached x2)*
   1. Bylaw Change Introduction – Term Limits
   2. Suggested Financial Control Resolutions

ix. Akash Munshi | Director of Volunteers *(Report Attached x2)*
   1. No Pertinent Topics at this time.

x. Harry Painter | Director of Youth Empowerment *(Report Attached x2)*
   1. Scholarship Timeline
   2. Open Application Events

xi. Brandon Reid | Director of Outreach
   1. No Pertinent Topics at this time.

xii. Sebastian Westfall | Director of Vendor Relations
   1. No Pertinent Topics at this time.

c. Coordinator Reports:

VII. Old Business
VIII. New Business
IX. Comments, Announcements, and Other Business
X. Adjournment

Minutes from this meeting will be emailed to the board and coordinators *(leadership@pridestl.org)* within 72 hours.

For any questions, concerns, or comments, please contact *secretary@pridestl.org*. 
I. **Call to Order:** at 7:13pm by Matt Harper.

II. **Attendance:**

   **Officers:**

   **Directors:**

   P = Present  A = Absent  E = Excused  L = Late Arrival

   14/15 Present  8/14 Simple Majority  10/14 Super Majority

   **Guest(s):**

   None

III. **Motion & Vote:** Changes to the Agenda

   - Add bartender review to Matt Harper’s items.
   - Motion to approve meeting agenda with changes by: Sebastian Westfall, Second by: Jesse Doggendorf. **Motion Approved**

IV. **Motion & Vote:** Approval of Minutes

   - Motion to approve retreat minutes.
   - Motion by: Dennis Gorg, Second by: Sebastian Westfall. **Motion Approved.**
• Motion to approve 11/11/18 minutes.
  Motion by: Dennis Gorg, Second by: Sebastian Westfall. Motion Approved.

• Motion to approve 12/10/18 minutes
  Motion by: Dennis Gorg, Second by: Sebastian Westfall. Motion Approved.

V. **Special Orders:**
   • Nominations and Election of Secretary
     o Nominations- Christa (Dennis/Harry) and Morgan (Morgan/Marty).
     o Christa Cunningham- 12(Winner) Morgan Morris- 2

VI. **Reports:**
   a. **Executive Reports:**
      i. **Matt Harper** | President
         1. InterPride Conference
            a. March 1st-3rd weekend. Van will be leaving Friday at 10-11am from the Center. Make sure your reservations are booked. Matt will send out list of people who are going.
            b. InterPride dues are $600 if done before Jan 31st, then move up to a $1000.
            c. World Pride is in Athens, Greece on October 17th-18th and is 195 Euros if you register before Jan 31st.
               i. Speak with Matt if you want to pay registration prior before it goes up.
               ii. Brandon would be point person for people interested in going to Greece.
         2. Bartender review
            a. Will be at Just John on Jan 20th Sunday at 7pm.
               i. Matt will need people to sell raffle tickets and gummies.
      ii. **Marty Zuniga** | Vice President
         1. No Report
      iii. **Vacant** | Secretary
         1. No Report
      iv. **Jason Johnson** | Treasurer
         1. Organization’s Financials
            a. AmBev still owes $10,000.
            b. The remaining Russian Grant Money in the grant account is for taxes.
            c. Traffic control and the last scholarship have been paid.
         2. Finance Committee
            a. Last Thursday of the Month will start. Will be starting on January 31st.
   b. **Board Director Reports:**
i. **Todd Alan** | Director of Corporate Sponsorship *(Report Attached)*

1. Sponsorship Updates
   a. Diageo is the new liquor sponsor.
   b. Spoke with all the previous sponsors about coming back this year.

ii. **Leon Braxton** | Director of Diversity and Inclusion

1. Holiday Dinner Recap
   a. 75 people, all food gone.

2. 1st Sunday Supper
   a. 40 people, all food gone.

3. LGBTQIA Leadership Roundtable Committee
   a. Metro East Pride June 8th
   b. St Charles Pride June 15th
   c. Our Pride 29th-30th
   d. Black Pride Aug 16th-18th
   e. Will talk with Tower Grove pride about taking the middle date.
   f. All prides spoke about having:
      i. Super Senior Sunday town hall (AARP possible sponsor).
      ii. A stonewall 50 event possibly.
      iii. Feb 3rd all prides want to do a bowling pending location. (That falls on Superbowl).

4. Meeting Report

5. Diversity Quiz

iii. **Julia Clay** | Director of Communications

1. No Pertinent Topics at this time.

iv. **Christa Cunningham** | Director of Operations

1. No Pertinent Topics at this time.

v. **Jesse Doggendorf** | Assistant Director of Corporate Sponsorship

1. Sponsorship Updates

vi. **Dennis Gorg** | Director of Compliance

1. Compliance
2. Website
3. Passwords
   a. If you made a username for a site on behalf of PrideSTL please send: Name of the site, Username and password needs to be given to the Secretary.

4. Square Store

vii. **Jolene Gosha** | Director of Parade

1. No Pertinent Topics at this time.

viii. **Morgan Morris** | Director of Board Development *(Report Attached)*

1. Bylaw Change Introduction – Term Limits
   a. Pending more research from the committee.

2. Suggested Financial Control Resolutions
a. Referring to the Finance Committee to look into.

ix. Akash Munshi | Director of Volunteers (Report Attached)
   1. No Pertinent Topics at this time.

x. Harry Painter | Director of Youth Empowerment (Report Attached)
   1. Scholarship Timeline
      a. FAFSA frenzy will be on Feb 15th from 1-5pm at the center. Talking with Julia about getting info out to the community.
   2. Open Application Events for Scholarships (Refer to Report)
   3. Scholarship Meetings are on 2nd Wednesday of the month.

xi. Brandon Reid | Director of Outreach
   1. No Pertinent Topics at this time.

xii. Sebastian Westfall | Director of Vendor Relations
   1. No Pertin...
Sponsorship Committee Report  
December 2018

**Board Level Attention (Required Board Action/Spending FYI):**
- None.

**Committee Budget:**
This committee has used $0 out of $2,000 as of December 1, 2018 according to our records, which is to be verified by the Treasurer.

**Attendance:**
[X] Todd Alan (Co-Chair)  [X] Jesse Doggendorf  
Guests: None.

**Committee Goals:**
At our meeting we discussed the following:
1. We have retained Diageo as our liquor sponsor, replacing Jim Beam. Diageo will be coming in at the $25,000 instead of $18,000 (like Jim Beam).
2. Monsanto has committed $25,000.
3. BJC has committed and paid $25,000.
4. WUSTL School of Medicine $7,500.
5. Ultimate Software has committed and paid $2,000.

We have now engaged with all sponsors from PrideFest 2018. December is the month where most big sponsors commit, even if they have not paid.

**Committee Decisions/Actions/Projects:**
- Continue to reach out to past sponsors and reach out to new sponsors.

**Committee Minutes:**
- Attendance and Establishment of Quorum
- Reports and Subcommittee Reports  
  o Reports concerning sponsors who have committed and paid.  
  o Reports on current progress on reaching out to past and potential sponsors.
- Old Business  
  o None.
- New Business  
  o Attempting to reach out to Missouri Wine Counsel to be the official wine sponsor of PrideFest 2019.
- Adjournment
Sponsorship Committee Report
January 2019

Board Level Attention (Required Board Action/Spending FYI):
• None.

Committee Budget:
This committee has used $0 out of $2,000 as of January 1, 2019 according to our records, which is to be verified by the Treasurer.

Attendance:
[X] Todd Alan (Co-Chair) [X] Jesse Doggendorf (Co-Chair)
Guests: None.

Committee Goals:
At our meeting we discussed the following:
1. USA Mortgage, BJC Health, Wash U School of Medicine, and Ultimate Software have paid.
2. Fireball is not coming back as a sponsor.
3. We have a signed contract with Diageo and they will be paying $25,000 soon if they have not already.
4. We have now started selling VIP Tickets.
5. Reaching out to Sponsors from PrideFest 2018 that have yet to commit.

Committee Decisions/Actions/Projects:
• Continue to reach out to past sponsors and reach out to new sponsors.

Committee Minutes:
• Attendance and Establishment of Quorum
• Reports and Subcommittee Reports
  o Reports concerning sponsors who have committed and paid.
  o Reports on current progress on reaching out to past and potential sponsors.
• Old Business
  o Follow through with previous sponsors and their payments.
• New Business
  o Continuing to reach out to Missouri Wine Counsel to be the official wine sponsor of PrideFest 2019.
  o Discussion of selling alcoholic popsicles at PrideFest.
• Adjournment
Board Development Committee Report
December 10th 2018 at 5:45pm

Board Level Attention (Required Board Action/Spending FYI):
- Vote on the proposal of Bylaw change to the nomination process outlined in 3.3.
- Get input of events that will be on the event/master calendar at retreat.
- Look over and ratify the Standing Rules. (Send to the Executive Committee)

Committee Budget:
We currently do not know the amount that has been spent by the committee since the change in leadership on the development committee. 2018-19 budget has been approved for $15,000.

Attendance:
[X] Morgan Morris (Chair)  [X] Leon Braxton  [X] Dennis Gorg  [ ] Matt Harper
[ ] Akash Munshi  [X] Brandon Reid  Guests: None

Committee Goals:
At our first meeting we discussed the following as our goals for the 18-19 financial year.
1. Organize PrideSTL internal operations, to create a well-oiled machine.
2. Create Standing Rules.
3. Work on the onboarding and mentor program.
4. Look over revamping the bylaws.

Committee Decisions/Actions/Projects:
- Await vote at December meeting on new bylaw proposal on vetting members.
- Finish the standing rules and propose them at an upcoming board meeting.

Committee Minutes:
Attendance and Quorum Established at 5:45pm
Reports/Subcommittee Reports – None at this time
Old Business
1. Mentor Program and On Boarding
   a. Matt and Marty were supposed to talk about this and let us know. Matt was not present at this meeting.
2. New Committee Template
   a. All committees should be using this by now and adapting it to fit their types of meetings.
   a. It was talked about the reason for these and that it might be taken as putting more rules onto the board members.
   b. It was explained these are all things that have voted on by the board over the years and are now in a central location.
c. It was brought up about the enforcement of these and how executive must take the lead.

4. Calendar of Events (Master Calendar)
   a. I have asked multiple times for events to be added, just had little input, so will go to Julia and talk about some events and using this as a timeline of events in the future.

5. Election and Board Terms Grid
   a. There are multiple people that will be terming out in a year or two.

New Business
1. Talking over Term Limits/Bylaws (In regards to old business item 5)
   a. There is differing opinions on how long a person’s max term can be. When looking in the bylaws there is some confliction that Morgan will look into and get back to the committee about recommended changes.

2. Avenues for New Members/Diversity
   a. Need more time to talk on this next meeting.

3. Current Board Vetting Rubric
   a. There is a grid that Wolf created that Morgan couldn’t find that supposedly has all the information that was written on his proposed rerunning rubric.

4. Committee Populations
   a. Need to work on getting these updated.

Adjournment at 6:45pm
Board Development Committee Report  
January 14th 2018 at 5:45pm

This meeting will happen prior to the board meeting.

**Board Level Attention (Required Board Action/Spending FYI):**
- Discuss proposals on creating operational procedures for financial security of the organization.
- Introduction of Term limit edits to the Bylaws

**Committee Budget:**
We currently do not know the amount that has been spent by the committee since the change in leadership on the development committee. 2018-19 budget has been approved for $15,000.

**Attendance:**
[X] Morgan Morris (Chair)   [] Leon Braxton   [] Dennis Gorg   [] Matt Harper   [] Akash Munshi  [] Brandon Reid   Guests: None

**Committee Goals:**
At our first meeting we discussed the following as our goals for the 18-19 financial year.
1. Organize PrideSTL internal operations, to create a well-oiled machine.
2. Create Standing Rules.
3. Work on the onboarding and mentor program.
4. Look over revamping the bylaws.

**Committee Decisions/Actions/Projects:**

**Committee Minutes:**
Attendance and Quorum Established at X:XXpm
Reports/Subcommittee Reports – None at this time
Old Business
6. Mentor Program and On Boarding
7. Calendar of Events (Master Calendar)
8. Term Limits/Bylaws (See Below)

New Business
5. Filling Vacancies
6. Financial Control Resolutions (See below)
7. Avenues for New Members/Diversity

Adjournment at X:XXpm
BYLAW Change
SECTION 3.7 TERMS OF OFFICE
Each Director, unless removed, resigned, disqualified, unable, unwilling, or otherwise separated from office, shall hold office for a term of two (2) years until their successor has been elected and qualified. Each Director may serve a maximum of six consecutive (6) years or three consecutive terms on the Board; election to an executive position extends this maximum to eight (8) consecutive years.

Each Director, unless removed, resigned, disqualified, unable, unwilling, or otherwise separated from office, shall hold office for a term of two (2) years until their successor has been elected and qualified. Each Director may serve a maximum of six consecutive (6) years or three consecutive terms on the Board; election to an executive position at the start of a member’s sixth and final year will extend this maximum to seven (7) eight (8) consecutive years. Members who have appointed to finish a vacant position with also be afforded the ability to serve up to seven (7) consecutive years.

Each Director, unless removed, resigned, disqualified, unable, unwilling, or otherwise separated from office, shall hold office for a term of two (2) years. Each Director may serve a maximum of six consecutive (6) years or three consecutive terms on the Board. Election to an executive position at the start of a member’s sixth and final year will extend this maximum to seven (7) consecutive years. Members who have appointed to finish a vacant position with also be afforded the ability to serve up to seven (7) consecutive years.

Financial Control Resolutions (Went over the concepts of these with Jason on 1.9.19):
1) The financial security of the organization becomes at risk when promises of financial reimbursement is given without research into the ability to actually fulfill those promises. Therefore, I recommend the following resolution:

**Financial Limitations**
No board member may promise or commit organizational funds outside their approved designed budgeted allowances. This may include, but not limited to, refunds or reimbursements without prior authorization of the Executive committee or full Board of Directors and is contingent on the availability of organizational funds. The Executive committee will give notice, within five (5) days, to the full board on recommendations or usages of such non-designated funds.

2) Currently the finance committee is charged with the following (this was approved at the September board meeting):
Finance Committee (Closed, Inward-facing):

1. Assist the Treasurer in Financial Aspects of the Organization (IRS, old invoice, research).
   1. Create the Organization’s budget and oversee each department’s expenditures.
1. Expense Tracking and monthly balancing of the books to avoid deficits.
2. Work to ensure taxes are complete and on time (990).
3. Oversee audits of the organization as deemed necessary.
4. Act as a check and balance for the Treasurer.
5. Review expenditure requests and create recommendations.

A regular functioning finance committee will help create better organizational continuity and work on creating a real time budget to help manage our day to day expenses. I also believe this will create a bridge between the at large board members and executive Therefore I propose that:

**Populating the Financial Committee**

There will be at least one board member that is approved by the full board, who sits on the finance committee that is not a part of the executive board.

3) There has been only one member with bank account access. In previous years, it has stayed within the leadership positions on who has bank access, whether it is viewing or additional access. We need to have multiple members who have some access to the account. A current resolution that was passed stated “The Treasurer along with one other executive board member will have access to all accounts. Other executive members may have administrative access if they so choose.”

I propose that it is replaced with:

**Organizational Bank Account Access**

The organization’s bank account will have at least two board members who will have access in addition to the Treasurer. Approval of those members will be determined by the full board at a general meeting.
Volunteer Report
Date 1/10/19

Board Level Attention (Required Board Action/Spending FYI):
- Pride Center Volunteer schedule has gone through some issues

Committee Budget:
New budget has been allocated.

Current Goals:
- Pride Center volunteer slots filled.
- Work on action plan for developing a training video

Action Plan:
- Should have PC slots filled asap
- Will be meeting with SLU Pride group and Wash U Pride group this month.
- Will be working with Communications department to work on weekly facebook live posts to promote our work/ center.
- Will be working on developing a video training module for Pride Fest volunteers.
Board Level Attention (Required Board Action/Spending FYI):
- Crane Organization’s $4500 donation is a restricted fund to the PrideCenter, and needs to be accounted for in the new Quickbooks in January.
- Each board member should try and do at least one shift at the center.

Committee Budget:
This committee has used 0 out of $17,000 as of 12.17.2018 according to our records and verified by the Treasurer.

Attendance:
Guests: Morgan Morris (Minutes taker)

Committee Goals:
At our first meeting we discussed the following as our goals for the 2019-2020 financial year.
6. Unknown

Committee Decisions/Actions/Projects:
- Unknown

Committee Minutes:
- Attendance and Establishment of Quorum - Established
- Reports and Subcommittee Reports
  - Akash- Volunteers
    - Talking with SLU rainbow alliance to get more individuals into the center so that the weekend shifts at the PrideCenter could be extended from 12pm-7pm to 9pm.
    - There was discussion on different activities that should be hosted to give people alcohol free alternatives.
  - Tarza-Library
    - She was unavailable due to work obligations.
  - Leon-Outreach
    - Holiday Dinner is set for Christmas 12.25.18. Will start at 11am with continental breakfast, 3pm lunch and 5pm dinner/dessert.
    - There are multiple event reminders going out on Facebook per talks with Julia.
- Old Business
  - Fall Festival
    - Had about 200 people. Great event for the center and community
• New Business
  o Changing of Committee Leadership
    ▪ Landon is resigning from the board and will need someone to replace them on as the chairperson.
    ▪ Nominations will be opened tonight and they will send out a call for nominations to the PrideCenter email/group. Once the deadline passes, there will be a vote.
    ▪ There question of Co-chairs came up, and that is not out of the questions.
  o Creating Better Communication to Volunteers
    ▪ There needs to be a better system to get information out to volunteers on upcoming events, etc.
  o Renting of PrideCenter equipment and Reserving Space
    ▪ It has been brought up that there is no enforcement or adherence to the rules and policies. This will need to be addressed by the next chairperson.
• Adjournment at 7:47pm
Scholarship Committee Report
December 19th 2018

Board Level Attention (Required Board Action/Spending FYI):
• There are no actions from this committee that need the board’s attention at this time.

Committee Budget:
This committee has used $0 out of $29,000 as of 12.19.2018 according to our records and verified by the Treasurer.

Attendance:
[X] Jason Douglas  Guests: 0

Committee Goals:
At our first meeting we discussed the following as our goals for the 2018-2019 financial year.
  1. We are wanting to review and change the way that we are doing scholarships this year.
  2. Research and see what other Non-Profits are doing.
  3. Create an entire calendar of events for all of 2019.

Committee Decisions/Actions/Projects:
• 3 Events at the Pride Center to promote FAFSA, registration, applying for our scholarship as well as other colleges.
• 3 Essay writing seminars.
• Trivia Night

Committee Minutes:
• Attendance and Establishment of Quorum @5:57p
• Ricky Woodard was excused from this meeting.
• Reports and Subcommittee Reports
  o NONE
• Old Business
  o NONE
• New Business
  o Research, and change the entire scholarship programing
  o Create 3 events focused on preparing students to apply for scholarships.
• Adjournment @6:31pm
Youth Empowerment Committee Report  
December 19th 2018

Board Level Attention (Required Board Action/Spending FYI):  
- There are no actions from this committee that need the board’s attention at this time.

Committee Budget:  
This committee has used $0 out of $2000 as of 12.19.2018 according to our records and verified by the Treasurer.

Attendance:  
[X] Jason Douglas  Guests: 0

Committee Goals:  
At our first meeting we discussed the following as our goals for the 2018-2019 financial year.  
1. To gain more committee members under the age of 25.  
2. Create a list of all the LGBTQ+ Youth Empowerment Contacts in the STL metro area.  
3. Create a Quarterly meeting with all Youth Empowerment Groups in the STL metro area.

Committee Decisions/Actions/Projects:  
- Tutoring programing (Pride Center)/ Study Buddy  
- Resources for Youth page.

Committee Minutes:  
- Attendance and Establishment of Quorum @5:40p  
- Ricky Woodard was excused from this meeting.  
- Reports and Subcommittee Reports   
  - NONE  
- Old Business   
  - NONE  
- New Business   
  - List of all the St. Louis areas LGBTQ+ community youth leaders/groups (Harry/Leon)  
- Adjournment @5:52pm