

<b>Board Members</b>	<b>Present</b>	Chair Stephen Jeanetta, Vice Chair Daniel Kahl, Secretary Wilson Majee, Executive Director Tammy Baxter, Sarah Hultine-Massengale, Todd Johnson, Tanner C. Knorr, Neil Linscheid, Kathleen Lopez
	<b>Regrets</b>	Treasurer Lionel “Bo” Beaulieu, James Calvin
	<b>Absent</b>	
<b>CDS Members and Guests</b>		
<b>Minutes Recorded By</b>		Secretary Wilson Majee
<b>Meeting Called to Order</b>		By Chair Stephen Jeanetta at 1:09 pm CT- USA

Chair Stephen Jeanetta called meeting to order at 1:09pm CT. Nine members were in attendance via Zoom, and two were absent. Chair Stephen Jeanetta briefly outlined the agenda for the meeting.

### **Opening Items**

#### **Ratification and Approval of Board Meeting minutes.**

- i) Chair Stephen Jeanetta displayed minutes for review Ratify Board Meeting Minutes.
- ii) Motion to accept and approve minutes of July 14 meeting (Old Board) by Neil Linscheid, Seconded by Tanner Knorr
- iii) CARRIED
- iv) Motion to accept and approve minutes of July 17 meeting (New Board) by Neil Linscheid, Seconded by Tanner Knorr
- v) CARRIED

### **Reports and Updates and Presentation**

Chair Remarks - Stephen Jeanetta opened discussion on committee appointments

- i) Board Member Committee Appointments: The board reviewed and affirmed the committee assignments for the new board members, including Neil and Tanner on the Program Committee, Sarah and Neil on the Governance Committee, with Wilson confirmed as the Chair of the Governance Committee. Neil and Tanner on the Stewardship Committee. Wilson was confirmed as Chair of Nominations Committee. Kathy and Chandler are on the Membership Committee. Under Stewardship, Bo was confirmed as the Chair with Neil and Tanner as members. Todd was yet to find a committee to serve on (waiting for more information on the functions/role of each committee).
- ii) Chair Stephen Jeanetta briefly gives an overview of some of the committees – Finance Committee (constituted by only Board Members), Stewardship Committee.
- iii) Chair Stephen Jeanetta opens discussion on policies for the new CD Job Board The board discussed plans to create a new job board on the CDS website, including setting initial pricing at \$150 for a 30-day posting for non-members and \$100 for

members, with a 3-month introductory period of free postings to build interest. The goal is to provide a more useful resource for community development job postings.

- iv) Chair, Stephen Jeanetta led a discussion on a voting item around Local Development & Society Journal Revised Guidelines.
- Executive Director Baxter to send revised guidelines and POG section to Governance Committee for review; item is also tabled to September Board meeting.
  - Revising the LDS POD entry: The board decided to postpone a vote on revising the LDS POD entry, as the Governance Committee needs to review it first to ensure consistency with the existing Community Development POD entry. This will be revisited at the next board meeting.

#### **Vice Chair of Programs Report - Dan Kahl**

- i) Vice Chair of Programs, Dan Kahl briefly described his role as including helping to make sure that committees are communicating with one another, and that progress is moving along forward. Express desire to reach out to all committee chairs, attend committee meetings as a way to promote communication between him and the committees and among committees. He noted that his role will also include board development, making sure that everybody knows if they are a committee chair, what the committee's mission is, what their parameters are, and where to find information about the POG about just even our bylaws.
- ii) Vice Chair of Programs, Dan Kahl, proposed having an informal time outside of CDS board meeting where board members could be shown where and how to access shared folder for Board related materials.
- iii) Vice Chair of Programs, Dan Kahl, discussed data from the membership survey which was completed by 98 members. He discussed some of the questions and responses. For example, there was discussion on the question on the reason for joining CDS.
- 41% said they joined because they want to network or socialize or connect with others.
  - 39 out of the respondents said it was really more for professional development. About a dozen said just generally it's a great fit for their professional interests.
  - Nine out of these respondents said they wanted to be kind of a more active oriented organization where they can do some real advocacy work.

Some of the CDS things participants expressed as important to them included: journals, website, scholarships, webinars, the book series, awards, the member directory, and online discussion forum.

18 or so survey participants expressed interest in being a part of CDS and serving the organization. It was recommended that these should be followed up on directly.

**Treasurer’s Report - (given by Tammy in the absence of Treasurer, Lionel “Bo” Beaulieu)**

The treasurer's report showed CDS in sound financial health, with total funds of \$423,763 as of the end of June, including \$265,382 in endowment funds. The board approved the treasurer's report.

- i) Motion to Approve the Treasurer Report for period ending June 30, 2024, by Tanner Knorr, seconded by Neil Linscheid.
- ii) CARRIED

It was reported that the Finance Committee recommended moving the educational materials fund from endowment into the unrestricted account. Chair, Stephen Jeanetta called for further discussion or motion. Following discussion, the board voted to dissolve the \$4,092 educational materials fund and move those funds into the unrestricted endowment fund, as the money had not been used in recent years.

- i) Motion to dissolve the Educational Materials Fund from the CDS Endowment and move monies to the Lee J. Cary Fund; if monies for some reason cannot be moved to Lee J. Cary Fund, then the monies are to be moved to the Unrestricted Fund, by Neil Linscheid, seconded by Sarah Hultine-Massengale.
- ii) CARRIED

**Finance Committee Update – (given by Tammy in the absence of Treasurer, Lionel “Bo” Beaulieu)**

- i) It was reported that Treasurer, Lionel “Bo” Beaulieu, discussed some discussion items at the last finance committee meeting held on the 22nd of July.
- ii) At the meeting Bo reported that the Finance Committee, based on the amended bylaws, was moved to be of board committee. It could not have any CDS members that were not board members on it. So, Bo had kindly asked Linda Sunday and Kurt Menetanya to move to the Stewardship Committee and they gracefully agreed to do that.
- iii) Finance committee looking for a few members to be added from board members.
- iv) Bo and Tammy worked very well with accountant Eric Becker to get the audit to the IRS ahead of the deadline and not having to file an extension. Definitely looking to try to do that again for the 2024 fiscal year.
- v) **Recommended Appointment to the Board from the International Student Chapter Collective (Tanner Knorr)**

Tanner Knorr briefly described Kelsey’ achievements and her role in the formation of the student chapter. The board affirmed the selection of Kelsey Davis, a recent graduate and past president of the UK student chapter, to serve as the ex-officio student representative on the CDS board. The Governance Committee will work on formalizing the process and guidelines for this position.

- Motion to appoint CDS Student Member Kelsey Davis as ex-officio Board Member representing International Student Chapter Collective (ISCC) by Dan Kahl, seconded by Wilson Majee
- CARRIED

### **Executive Director Updates – Tammy Baxter**

- i) Tammy briefly discussed her performance metrics highlighted the growth in membership (304 as of end of July). Looking into what caused the decrease as of August 12. Committed to keep building on the membership in different ways and working with memberships committee, the board, and various other ways to gain membership.
- ii) Tammy reminded members about annual board member required documents: the conflicts of interest statements that all board directors need to sign and the confidentiality agreement.

### **Closing and Adjournment**

- i) Other Brief Updates/Proposals

There was discussion on the Awards and Recognition Committee – focusing on how it is listed in the POG and what it should be. Should awards and recognition be under the programs committee? Should it be an ad hoc committee? Should it just be its own, noting that a standing committee would require a bylaw change.

Board decided to table this issue for next meeting.

- ii) Motion to Adjourn: meeting adjourned at 2:32pm CT.
  - Motion to adjourn by Neil Linscheid, seconded by Sarah Hultine-Massengale
  - CARRIED