

# February 2021 Sail2Change Board Meeting Minutes

Wednesday, 02/10/2021

## Board & Staff Next Steps

### Agenda:

6:30 pm	Call to open BOD meeting for February and ensure quorum
6:45 pm	Report on Grants by Michelle
7:00 pm	Report on progress for tutoring and mentorship programs
7:15 pm	Discussion regarding transition before and after departure of staff
7:30 pm	Discussion regarding hiring ED, advertisement and search
8:45 pm	Discussion regarding finding new Board members
8:00 pm	Closing

### Administrative and Outreach Staff Duties:

- Send meeting minutes
- Reach out to Alexandra and Cynthia about board positions and if they know of potential ED
- List on Mac list- non profit jobs in Portland metro area
- Idealist.org

### Board Member Tasks

- None

<p><b>Call Meeting to Order</b></p> <p><b>Location:</b> ZOOM ID 503-730-6453</p>	<p>The meeting was called to order at <b>6:35pm</b></p> <p><b>Dieter</b> made a motion to call the meeting to order at <b>10:00am</b></p> <p>Yes: All No: None Abstain: None</p> <p><b>Board Attendance</b></p> <p><b>Present:</b></p> <ul style="list-style-type: none"> <li>● Dieter Waiblinger</li> <li>● Katie Allen</li> <li>● Alex Earl</li> <li>● TJ McHugh</li> </ul> <p><b>Absent</b></p> <ul style="list-style-type: none"> <li>● Lisanne Butterfield</li> </ul> <p><b>Guest Attendance:</b></p> <ul style="list-style-type: none"> <li>● Ashley Barnes, Staff;</li> <li>● Michelle Bruncks, Staff;</li> <li>● Billy van der Wal; Advisor</li> </ul>
<p><b>Tutoring and Mentorship</b></p>	<ul style="list-style-type: none"> <li>● Sail2Change offers tutoring and mentorship for their youth. It is set up to run with minimal administrative cost.</li> </ul>
<p><b>Grants</b></p>	<ul style="list-style-type: none"> <li>● We have received 6 grants that will go towards programs, hiring an ED and contractors needed to function.</li> <li>● Question: How will we make sure to meet the needs of the grants without staff? <ul style="list-style-type: none"> <li>○ Outsourcing to tutors and mentors and our partners at Willamette Sailing Club- can run smoothly without staff.</li> </ul> </li> </ul>
<p>Transition before and after departure of staff</p>	<p>As of March, the staff will be gone. The programs has been set up to run on a low budget with hired contractors (tutors and mentors) for the remaining of the summer.</p> <p>Sail2Change is looking to grow the board and hire an Executive Director in the near future.</p>
<p><b>Executive Director</b></p>	<p>Dieter would like to step down as Executive Director and hire an ED of a diverse background by the end of the year. We will review the budget and report to the board with an expected cost for the new ED.</p>
<p><b>Board Members</b></p>	<p>What are our needs for board members?</p> <p>Dieter would like to set to a separate meeting to discuss our needs on the board.</p>

<b>Meeting Adjourned</b>	<b>Dieter</b> made a motion to adjourn the meeting at 7:18pm Yes: All No: None Abstain: None Meeting adjourned at 7:18pm.
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