



no starch press

F O U N D A T I O N

MINUTES TO THE NO STARCH PRESS FOUNDATION (“Foundation”)

Telephonic Board Meeting Held on May 14, 2020 at 11:00 AM PDT

In attendance:

Board:

William Pollock
Heidi Potter
Liam Randall
Ryan Clarke

Invited Guest:

Vicki Friedberg

Observer:

Catherine Shiang

- I. Roll Call: Board Members. Noted presence of Invited Guest and Observer.
- II. Quorum of a majority of the Board members present was noted by Chair pursuant to the Bylaws 4.16.
- III. Chair called the meeting to order.
- IV. Chair circulated the Agenda for the Board meeting for May 14, 2020. Upon review, the Board moved, seconded, and approved the use of the May 14, 2020 Agenda as a guideline for the Board meeting.
- V. Chair circulated the Minutes for the April 16, 2020 Board Meeting. The Board reviewed, moved, seconded, and ratified such Minutes.
- VI. Board Business:
 - a. Chair invited Heidi Potter to report on the Programming Committee. No updates were reported.

- b. Chair proposed hiring an outreach coordinator for the Foundation to execute on the Covid-19 program, grant writing and managing grants given by the Foundation, including monitoring interim and final reports by grant recipients. Motion was properly made and the Board resolved as follows:

RESOLVED, that the Board of Directors approves the Foundation's interim program budget for Six (6) months beginning June, 2020, in the amount of \$25,000 expressly to support the Foundation's programs.

- c. Chair reported on the Fund Raising Committee. Attached to the Agenda was the Foundation investment account statement with Fidelity for the period of April 1- April 30, 2020 which states the Foundation's account balance of \$1,037,119.51. Chair further noted a new Humble Bundle fundraiser was scheduled for May 18, 2020.
- d. Chair reported on the status of third party fund raising activity conducted through Humble Bundle giving the Foundation the amount of \$9633.20 with an aggregate amount of \$9730.70.
- e. Chair proposed hiring a web administrator to further develop the Foundation's web site for fund raising purposes. The Board discussed to increase the Foundation's interim Six (6) months marketing budget to include an operating budget expressly for fund raising, program outreach, and web development of \$25,000. Motion was properly made and the Board resolved as follows:

RESOLVED, that the Board of Directors approves the Foundation's interim operating budget for Six (6) months beginning June, 2020, in the amount of \$25,000 expressly to support the Foundation's fund raising, program outreach, and web development.

- f. Chair proposed and invited discussion for the Foundation to solicit grants from public agencies, non profits and foundations. Chair invited discussion on non profits previously suggested and any other public agencies and non profits to which the Foundation may seek funding from. The Board was reminded that this activity was necessary for the Foundation's compliance with its Public Non Profit tax exemption status pursuant to IRS 501(c)(3).
- g. Chair noted the date for the next Board Meeting to be held via teleconference at 11:00 AM PDT for June 11, 2020.

- h. Adjournment: Chair noted no further business to be conducted and motioned for adjournment of the meeting, which was properly seconded and the May 14, 2020 meeting was so adjourned at 11:28 AM PDT.