



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 August 13, 2020

In attendance:

Board: William Pollock
Heidi Potter
Liam Randall

Absent:

Board: Ryan Clarke

Invited Guest: Vicki Friedberg

Observer: Catherine Shiang

Chair, William Pollock, called the meeting to order

- I. Roll Call: Noted presence or absence of voting members in attendance and presence of invited guests and observer.
- II. Quorum of a majority of the Board members present was noted by Chair pursuant to the Bylaws 4.16.
- III. Chair circulated the Agenda for the Board meeting for August 13, 2020. Upon review, Board moved, seconded, and approved the use of the August 13, 2020 agenda as a guideline for the Board meeting.

IV. Chair circulated the Minutes of the July 9, 2020 Board Meeting. The Board reviewed, moved, seconded, and ratified such Minutes.

V. Board Business:

a. Chair invited Heidi Potter to report on the Programming Committee. No updates were reported. Heidi Potter noted that a meeting of the Programming Committee would be forthcoming.

b. Chair noted no comments received regarding the grant writing template format. Chair noted that the grant writing template in its current form would therefore be used for grants being submitted by the Foundation. Chair further reported that the associate engaged by the Foundation has begun research on appropriate grantors for the Foundation. Chair further reported that the associate has begun to seek interim and final reports from the 2019 grant recipients of the Foundation. Chair requested Board to extend an invitation to the Foundation associate to report on the status of both grant solicitation process and compliance by the 2019 grant recipients at the September Board meeting to wit the Board extended such invitation.

c. Chair reported on the Fund Raising Committee. Attached to the Agenda were the Foundation investment account statements with Fidelity for the period of June 1– 30, 2020 showing the balance of \$1,106,045.09 and July 1-31, 2020 showing the balance of \$1,201,326.07. Also attached to the Agenda was the Foundation checking account statement with First Republic Bank showing the balance of \$9970 for the period of July 17-31, 2020.

d. Chair reported on the status of third party fund raising through Humble Bundle in the amount of \$6841.50 and an aggregate amount of \$6841.50.

e. Chair noted that the Foundation website is now in compliance with the American Disability Act and the State of California Government Code Sections 11546.7 and 7405 requirement for equal access and in conformance with WCAG 2.1 AA checklist (<https://www.w3.org/TR/WCAG21/>). Chair invited discussion on the Foundation website. Specifically, Chair invited discussion of the website on how the site can be designed to solicit public and community financial contribution and non financial contribution. The Board so discussed with no specific resolution.

f. Chair invited discussion and asked the Board to recommend any government institutional, public or private, non profit or charitable endowments which the

Foundation may seek funding from. Liam Randall proposed an organization (Capital One's charitable foundation), the Board so discussed.

g. Chair invited discussion and asked the Board to recommend any government institutional, public or private non profit or charitable organizations which the Foundation may provide grants to which support the Foundation's Mission Statement and expressly the Foundation's Service. Chair noted that there are online tools to facilitate this.

h. Chair noted the date for the next Board Meeting to be held via teleconference at 11AM PDT on September 10, 2020. Chair duly requested a quorum to attend.

i. Adjournment: Chair noted no further business to be conducted and motioned for adjournment of the meeting, which was properly seconded and the August 13, 2020 meeting was so adjourned at 11:13 AM PDT.