** NEST Board Meeting**

**November 17, 2022 Minutes**

**Present**: Cris Riedel, Lynn Schweikart, Katie Knutson, Barbara Aliprantis, Rona Leventhal, ChaChanna Simpson

**Meeting Start:** 6:30pm ET

**Call to Order**

**Motion to approve the October 2022 board meeting minutes as amended. (Approved 5-0). Motion by Cris, Seconded by Barbara**

**Consent Agenda**

* Motion to accept submitted board reports Motion by ChaChanna, Seconded by Barbara (Approved 5-0)

**President’s Report**

**Executive Director Report**

* The membership update and retreat information were added to the ED Report. Katie inquired about what the ‘ask’ for giving Tuesday is going to be; what amounts would lead to what provided benefit. Scholarships and increased offerings at STF were discussed as options for what could be listed as donation benefits. ChaChanna also added about support for non-STF programs such as performances and mentorship. Katie added that it would be a good idea to use things that were able to have a specific cost attached so that donators could see what the direct impact of their donation would provide. In regards to virtual streaming, there could be costs in hiring someone to run the virtual streaming portions but that is an unknown at this time. This leads to it not being able to be listed as a specific donation benefit. There was a discussion about providing different scholarship levels as donation amounts. ChaChanna shared an email she received as a potential template that could be used for NEST for Giving Tuesday. It had goals listed of how many people they would like to donate at different amounts. This was suggested opposed to listing what a specific amount donated would provide as specific costs would have to be determined. Rona also has a folder of story-based donation appeals she has received over time that could be referenced as well.
* Katie inquired about getting an official NEST credit card to start building rewards for the organization as well as to keep directors/staff from having to personally pay for items and then be reimbursed at a later time. There was a shared thought that NEST already had a credit card so it was a surprise that there was not one already. Katie had read that there was a way to apply the cost of STF in miles to the credit card to get additional benefits, Motion for Katie to research and apply for an official NEST credit card Motion by ChaChanna, seconded by Rona (Approved 5-0). Rona will help Katie look at all of the different card and benefit options.
* The finance committee had discussed switching to a credit union as Webster Bank continues to be difficult to work with. Katie asked about doing research to switch banks. There is a national network of credit unions that allow for shared banking resources even if they are different credit unions. It was agreed that Katie would look into switching.
* There was a discussion about the outreach for new board directors and who each current director was going to reach out to. Rona will reach out to Michael Anderson and Bruce Marcus. Denise will ask Amy Myers, Jezrie Marcanno and Mike Isko. Lynn will ask Genevieve Achele and Elsa Zuniga. Katie will ask Erin O’Neal and Jessica Robinson. Barbara will ask Andrea Kamens. Cris Updated that Linda Marchisio might have more availability coming up to join the board. She also added that Jim had the idea of reaching out to people who frequent WVSG. Katie updated that the top 10 candidates will be targeted first and then expand from there based off the received responses. Board “asks” will take place first and then after that is set, members will be asked about joining committees. The “ask” from the board will be if they are interested in starting the process of joining the board, not a flat out invitation to join. Lynn shared her message she previously sent out to a candidate as a potential template for when the rest of the board reaches out to people. There was a discussion about keeping the topics presented to potential board candidates more general than specific. There was also a discussion about framing things as initiatives rather than committees; as it is less jarring if the topic comes up with potential board candidates that cannot currently commit to a board position. Cris added that someone needs to be able run NEST Fest as Linda will not be able to run it. She also brought up that Jim was adamant that the planning for NEST Fest should begin soon.

**Program**

* Rona updated that there was a good amount of workshops that were submitted for STF this year. Last year there were just enough submissions so it was nice to have a plethora this year. The next step is to look at the different insurance options for the event. Rona asked the board if NEST will subsidize the parking. Katie countered that the presented setup from the hotel for parking is more complicated than desired. She said it would be harder to sell people on the jump to $25 that it would cost next year if it was free this year. ChaChanna and Lynn agreed with each other that the cost of parking should not be picked up by NEST. Rona presented that parking was never a cost in the past and would hate to discourage people from attending with an increased cost. Rona asked about creating a section on the website for people to pair up for ride sharing to the conference. Katie and ChaChanna asked about keeping that limited to the NEST Facebook page. There will be a conversation offline about how to deal with this.
* Rona brought up different COVID policies for STF. People should have a rapid test done on the honor system the day of arrival, that workshop presenters can request that people wear masks to their workshops, and that hotel staff be asked to be masked for the buffet. It was suggested to change the COVID test to within 24 hours of arrival. Andrea requested that participants be masked in the ballroom. There was a question about ventilation for the hotel and the cost of the buying an air filtration device. Andrea wants the registration to go live with the COVID policy posted on the site. Katie added that people have already reached out that they want to know what NEST’s COVID policy is before registering. There was a discussion that masks can be requested but not required. Lynn suggested waiting until seeing how things play out over the winter. It was agreed to strongly suggest masks and let registrants know that they should be prepared to bring a mask. Specifically saying that masks will not be required will be left out of the wording. The policy will also be “Subject to Change”.
* Rona brought up the idea of a virtual workshop with ASST for STF and it was decided that it was too late and complicated to implement for this year but that it might be a good idea for NEST Fest in the fall. Katie clarified with Rona that ASST would handle all of the setup for the event and that more information would be required about the nature of the workshop.

**Finance**

* Cris reported that Jim shared at the Finance meeting that the budget cannot be finalized until Sharing the Fire 2023 takes place since it is a large source of revenue. The structure of the budget can be worked on prior to that though. Katie had received an insurance bill that Cris said had been budgeted for, for the exact amount so it will be okay to pay.

**Discussions from Board Retreat**

* Jim and ChaChanna had volunteered to become president and co-president for a year. Motion to approve beginning in January. Motion by Rona, seconded by Cris (Approved 5-0) ChaChanna would then be vice president and co-president with Jim as president for a year. ChaChanna would then finish out her three-year term as President. Motion to approve. Motion by Cris, seconded by Barbara (Approved 5-0) .
* Motion to accept Linda Schuyler Ford’s resignation as President at Large. Motion by Cris, seconded by ChaChanna (Approved 5-0)
* Motion for ChaChanna and Chris investigate recreating the website.Motion by Barbara, seconded by Rona (Approved 5-0)

**Old Business**

* None to report

**New Business**

* None to report

Motion to adjourn meeting. Motion by Cris, seconded by Barbara (Approved 5-0)

Next Meeting: 12/15/22 at 6:30pm ET

Meeting Adjourned 8:00pm ET