

Q4 LAB Board Meeting, December 15, 2023, 2-3pm ET

Via Zoom

Present: Danielle Arigoni, Lori Richman, Jim Baross, Mike Sewell, Ed Fendley, Karin Wasbaugh, Ralph Monti, Jimmy Halliburton, Triny Willerton, Vivan Ortiz, Torrance Strong, Ken Podziba, Cadesha Prawl, Anna Zivarts

Not present: Kecia McCullough, Melissa Lee

MEETING MINUTES:

Danielle Arigoni called meeting to order 2:03pm ET

Discussion: Meeting minutes from October 25, 2023 meeting

MOTION: Approve October meeting minutes – approved through unanimous vote

Discussion of Committees and Proposed Slate for Executive Committee:

Governance Committee proposed following slate to fill vacant positions

- Vice-Chair: Mike Sewell
- Treasurer: Jimmy Halliburton
- At-Large Members: Anna Zivarts, Torrance Strong

Governance Committee also proposed addition of Ed Fendley to the Finance Committee

MOTION: Approve the slate proposed above -- all approved through unanimous vote

Charters:

- Governance Committee: charter offered by Lori; Board sought clarity on whether ED can/does sit in but doesn't have a vote, and noted the value of future Board recruitment for all Board members. Resolved to clarify the participation of ED in all committees, per the by-laws, at the top of the charter document.
- Executive Dir Review – Ken reported; no change needed
- Equity Committee – Cadesha reported; complete revision of EDI charter
- Strategic Partnerships – Mike reported; Vivian emphasized the importance of partners (and relationship management) for non-financial and financial reasons to encourage inclusion of groups that we haven't previously worked with. May need to clarify that we are conforming with not COI clause of by-laws. Open Q on how might it conflict with staff efforts?
- Fundraising – Triny/Danielle reported; emphasis on augmenting staff role
- Finance – no change

MOTION: Approve charters as presented and amended through discussion – all approved through unanimous vote

Discussion: Finance report (Bill)

- Planned deficit for 2023 was smaller than predicted (did \$17k better than expected)
- Small projected increase in contributions for 2024
- Membership dues still slow but giving/donations is higher
- Went over in design costs; shifting those costs to on-staff graphic designer
- Planning for increase for staff; 4.7% COLA and merit raises up to 7-8%
- Planning for smaller (\$10k) deficit for next year
- BFB interest has stagnated
- Reminder to Board members to donate and also to call/email LAB donors to boost giving
- LAB income in 2024 will be highest level in ten years
- Biggest growth in expenses is in salaries + in on-staff design work
- Travel expenses to go down; expect to attend fewer conference but are doing advocacy workshops in communities still
- New member rates were proposed for 2024 and beyond (brought to the Board for approval as required by the by-laws) to better align with industry standards.
- Board members were reminded to consider individual donations/gifts and to support fundraising by calling donors near to them (Kevin/Triny to provide a list under separate cover)

MOTION: Approve new member rates – approved through unanimous vote

MOTION: Approve 2024 budget -- approved through unanimous vote

Meeting adjourned at 3:03pm.

Next meeting: February 22nd 12-1:00pm ET (Video/Call)