

Discovery Board Meeting

13 January 2005

Attendees: Mark R. Dan D. Peter G. Mick P. Patrick B. Jerry M. Ed T.

Meeting was held at Mark R. house and began at 7:10pm

Agenda:

Board Elections –

Motion was made and passed to postpone the elections until next meeting.

Meeting concluded at 7:40pm

Discovery Board Retreat Meeting

1/15/05

Meeting was held at Ed & Peter's home and began at 9:45am

Attendees: Mark R. Patrick B. Jerry M. Peter G. Dan D. Ricardo M. Mick P. Ed T.

Absent: George Fuentes

Town Hall Meeting Structure-

Meeting will be held January 30, 2005 at Golden Gate Lutheran Church upper room from 3-6pm.

Discussion was held about what agenda items should be covered at the meeting. It was suggested to include the following

Address topics from last town hall meeting

Address communication improvements

Address Bi-Laws

List serve update. Ask for report from Roy S. on list serve

Focus on retreats & events for upcoming year. Start out positive. What community gets out of Discovery.

How do we improve Discovery? How do we keep members & improve membership? Give a report on fundraising drive to community. Give a hand out of our mission statement to attendees.

Have Ed prepare minutes from last town hall meeting.

Town Hall Meeting agenda: A) Board Reporting to community B) Break into groups to brainstorm dream retreats C) Break into groups to brainstorm dream events.

Organizational structure-

A general discussion was had on the merits of the current organizational structure and what needs to happen around this issue.

Motion made to form a committee to articulate a clear definition of membership, Qualification of board members, qualification of officers and election of board members and officers. Subcommittee will do research in community and be in consultation with Discovery's lawyer.

Subcommittee on membership: Dan, Mick, Jerry. Subcommittee will report back to board at March board meeting. Board will provide feedback. Final resolution recommended at May meeting.

Presidents report-

Getting Acteva & website up is coming along well

Presidents day retreat committee is formed and working. Committee: Bob, Gary, Calvin, Matt

Vice Presidents report-

No report

Treasury report-

End of December 04 current bank account : \$8238.

Brooks Trail Lodge deposit \$1440.

Secretary report-

Passed out December 04 minutes & board member roster. Motion made and seconded to vote on minutes.

Jason Prodehl name. Corrected. Minutes approved.

Passed out 1/13/05 board meeting minutes to all members.

Old Business-

Still have 2 open spaces on board.

It is recommended to do some board development. Board can function at 9 members, not required to have 11.

New Business-

It was resolved to articulate written policies for the following areas and who is assigned:

- 1) Qualification of board members-sub committee
- 2) Qualification of board member officers- sub committee
- 3) Election of board member & officers- sub committee
- 4) Expense reimbursement for retreats time period-treasurer
- 5) Quality review of fiscal oversight-treasurer
- 6) Who can authorize retreat cash expenses-treasurer
- 7) Email/communication policy-Mark & Michael M.
- 8) Payment at social events/management of cash - treasurer
- 9) Sponsorship, talent show guide, support group guide-Mark

Goal for Archives:

- 1) Keep 7 years of financial records-Peter
- 2) Gather archive information from past board members & current board- Ed
- 3) Post monthly meeting minutes summary to president then to web site- Ed
- 4) Data Base Management- Mark & Dan
- 5) Retreat guidelines & policies – Mark and Matt

Budgets:

Mark passed out discovery budget expenses proposal. Discussion of current proposal to include changes

Fundraising report

\$1500 raised by 30 community members. Board members agreed to make calls to community members to continue capital campaign.

Website report

Is up and running. It looks great.

Memorial Day Retreat

Still need a retreat leader. Deadline for leader 2/8/05.

Social committee report

Ice Skating event was successful with 15 members attending. One new name forwarded to Michael M. to add onto email list.

Next event will be Bowling at Yerba Buena Park 2/5/05. \$20 fee. 6 lanes reserved. Ricardo M. is POC

Next social committee meeting will be at send off party for President's Day retreat.

Newsletter report

Dan brought copies of current newsletter.

Board retreat adjourned at 4:45pm

Next Board meeting will be 8 February 05 to be held at Patrick & Jerry home, 3590 21st Street at 7pm

Following board meeting will be 15 March 05 to be held at Mick P. home **3981 Alemany Blvd Apt #314** at 7pm.