

**Present:** Tori Carlson (Treasurer), Robyn Carter, Liana Sharp, Micaela Varela, Mariah Erhart, Julie Emms (President)

**Absent:**

1. Meeting called to order by President Julie Emms at 8:46am.
2. Introduced Caitlyn Keefe, student at UA who is looking to take over treasurer role for 2023 year. Introductions from board members.
3. July and September minutes approved, motioned by Mariah, seconded by Liana, no discussion, motion passes.
4. Communications Committee:
  - a. Newsletters and Social Media posts about events continue to go out
  - b. Falling behind on the blog but not sure on the engagement
    - i. Not a priority right now
  - c. Mariah is working on learning the website
5. Governance Committee:
  - a. Different ways to move forward
    - i. AmeriCorps will help give stability to operations and communications, will rely less on board members on everyday tasks
      1. Who will manage and what does that look like? Succession planning?
      2. Possibility to just focus on volunteer fair in the spring and have that be SAVMA's big event
    - ii. Who is planning on staying on the board through next year? What do we bring overall to Southern Arizona?
    - iii. AmeriCorps position:
      1. What is our cost?
        - a. Final cost is only \$1,000
    - iv. Need to schedule a meeting with Dafne to discuss everything, craft the position to match her needs
      1. Week of September 26-30<sup>th</sup>
        - a. Dafne is available mid-week
        - b. 26<sup>th</sup> – everyone available after 4:30 or 5pm
        - c. 27<sup>th</sup> – everyone available after 5pm
        - d. 28<sup>th</sup> – Everyone available after 3:30, 4pm
    - v. Sustainability Conversation
      1. Mariah is happy to stay on the board but will not take on any more responsibility
      2. Micaela can stay in the same capacity but cannot add more responsibility on
      3. Liana is unsure due to work transitions
      4. Tori is ready to roll off, but be in the background and support as needed, similar to the capacity as Gina right now, cannot stay on the board after this year

5. Robyn is unsure as well, personal life is a big factor but if she is able to stay she would love to, not ready to step into any other capacity
6. Julie is not in volunteer management, happy to support but does not feel like she is giving all that she can, happy to be in the background similar to what Tori is looking for
- vi. Annual Meeting in December is when we elect board for next year
  1. Dedicated outreach to recruit to the board
    - a. Liana to get membership list together
6. Membership Committee:
  - a. 40 current members
7. Program and Events Committee:
  - a. September Event
    - i. Went over the schedule for program on Thursday
      1. Welcome – what SAVMA is, history, our board, open board, and committee spots
    - ii. Drinks in budget? Tori to check but if we don't do it, it wasn't advertised so no one will be available
    - iii. Julie will not be in attendance, need someone to do the welcome. Robyn will step in to do welcome and introduce the Board, as well as point out what spots are open, point out professional development and networking opportunities
    - iv. Send out follow-up email with benefits flyer and recap of discussion to everyone who registered
  - b. October Event
    - i. ALIVE Conference
      1. 7 tickets so far, \$245 collected (last year 11 tickets, \$280)
      2. Cancellation dates: 100% refund by 8/31. 50% refund 9/1-10/4, no refunds after 10/4
      3. Our cost is \$450
      4. Dedicated communication – include it in the follow up email to all the registered, give out flyers at the end of the September event, one stand alone email about the event in between September event and October 4<sup>th</sup> newsletter
      5. 10am-5pm at Habitat – Mariah cannot be there in person to co-host, Robyn is willing to host it alone but will ask Gina to have someone help with tech aspects
8. Will need more meetings than just the board meetings to figure all this out, reconvene in early October
  - a. Download job descriptions from dropbox for board positions
  - b. Next meeting will be tentatively on Oct. 4<sup>th</sup> 3:30-4pm
9. Old Business: did not bring up.
10. New Business: did not bring up.
11. Meeting adjourned by President Julie Emms at 9:20am.



*Liana Sharp*

Submitted by Secretary, Liana Sharp

**Board of Directors Meeting Minutes**  
**Nov. 10th, 2022 8:30am**