

## **Agenda for AT Team Meeting**

**12/30/13**

- \* Check-in re: Plan for changing the online gathering room name on Jan 1
  - \* Red-changes to online gathering policy accurate?
  - \* Review proposed Due Diligence & Transparency for Governance Policy
  - \* Update on For Members menu
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Trustees Present: Tom Conway, Lyn Johnson, Nyki Dobson, David Hemphill, David Fishman, Jay McCormick

### **Meeting Begins [5:34 CT]:**

- 1) Review Governance Policy.
  - A. Read Due Diligence Procedure II aloud.
    - i. Clarified “Individual Responsibility” as the individual responsibility to Awakening-Together.
    - ii. Clarified “the start of any new activity or relationship” as the start of any new activity or relationship with a fiduciary.
    - iii. Consensus: Changes will be made to reflect clarifications.
  - B. Read Transparency Procedure III aloud.
    - I. Clarified to the board that procedure 3 paragraph 1 is to ascertain certain documents will be displayed to the public in order to remain transparent.
    - II. Discussed all founding documents should be included in the policy in order to remain transparent. This resulted in keeping The Articles of Incorporation, Adding the Constitution, Keeping Bylaws, and removing Conflicts of Interest policy since it is in the bylaws, and removing the Form 1023 because the form is too hefty and notably includes the entire MPP.
    - III. Debated the usefulness of the Form 990, noting the in depth review of confidential material, finances, names, and the excessive work required to produce the form; decided that the Form 990 would be releasing highly confidential information and would also be an irresponsible use of salary funds give when we are not required to file a Form 990 to the IRS annually. Decided Line level detail annual financial reports would be open to the public in order to maintain the integrity of confidential information and use of salary dollars.
    - IV. Decided to add, in addition to the previously stated documents, all Policies and procedures onto the website.
    - V. Decided to remove GuideStar from the policy so that we may file with GuideStar if desired but it will not be required in our policies.

**[6:36]:**

- 2) Review Online Gathering Room Policy to make sure that all changes represent what was agreed on in the last meeting.
  - A. Scanned changes;
    - i. Changed “Revoked privileges” to “suspended privileges” because privileges are never permanently revoked but are suspended.

**[6:45]:**

- 3) Ascertained the name change of Paltalk will be at midnight in the morning of January 1<sup>st</sup>, 2014, and that Jay will change the coding in the website to reflect the name change.
  - A. Decided to also send out an email to all members and all of Dov’s mailing list. Dov reported he had already done this.

**[6:50]:**

- 4) Looked at the “For Members Menu” and toured the uses of each tab.
- 5) Discussed the creation of Awakening-Together.org emails.

**[7:00]:**

- 6) Changed the Radio player in the sanctuary due to several issues with the software.

**[7:07 CT]:** Meeting Adjourned