

# Crafts for Charity

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## Board of Directors Meeting Minutes

Thursday, January 14th, 2021, 6:00 PM ET

Google Meet Virtual Call

Call Details:

<https://meet.google.com/ico-amwi-ezr?authuser=5&pli=1>

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***Our mission:*** Crafts for Charity's mission is to create enjoyable volunteering opportunities by providing free virtual classes that teach the skills necessary to donate crafts to those in need.

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### **Board Members Present:**

Victoria Tsai, *President, Founder*

Annie Soon, *Vice President*<sup>1</sup>

Lucy Wang, *Secretary*

Dora Zhou, *Treasurer*

Maximilian Goetz, *Board Member*<sup>2</sup>

Eva Farroha, *Director of Communications*

### **Board Members Absent:**

#### **I. Welcome and Call to Order (6:05 - 6:06)**

- President Victoria Tsai called the regular board meeting of the CFC Board of Directors to order at 6:05 p.m. ET on Thursday, January 14, 2021 over Google Meet. A quorum was declared present. The meeting's agenda was approved by affirmation.

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<sup>1</sup> Arrived late at 6:10 p.m.

<sup>2</sup> Arrived late at 6:07 p.m.

## **II. Consent Agenda (6:06 - 6:07)**

- Minutes from the previous meeting of the CFC Board of Directors on 12/13/2020 were approved by affirmation.

## **III. President's Report (6:07 - 6:11)**

- President Victoria Tsai provided a brief report of CFC activities that have occurred since the last board meeting on December 13, 2020.
- President Victoria Tsai explained several of the meeting's topics, such as the fiscal sponsorship agreement, budget, and the removal policy.

## **IV. Board Member Reports (6:12 - 6:18)**

- The Vice President, Secretary, and Treasurer reported on their progress on CFC activities since the last board meeting.

## **V. Legal Discussion (6:18 - 6:38)**

- Members voted on changing the fiscal year to January 1 to December 31.
  - Vote: 6 approved, 0 opposed, 0 abstained
  - Resolved: fiscal year change approved
- President Victoria Tsai led board members in a discussion about
  - Applying for a nonprofit lawyer
  - Fiscal sponsorship agreement
- The Treasurer presented and led a discussion on the 2021 budget.
  - Board members voted on the budget.
    - Vote: 6 approved, 0 opposed, 0 abstained
    - Resolved: budget approved

## **VI. Strategic Plan (6:39 - 6:57)**

- President Victoria Tsai led a discussion on
  - The progress of subteams
  - Creating a recruitment schedule and plans
  - CFC's vision statement and values

## **VII. Removal Policy and Background Checks**

- The discussion on the removal policy and background checks for volunteers outside the US was tabled.

## **VIII. Assignments (6:57 - 6:58)**

- President Victoria Tsai announced that she would assign tasks and due dates for the Vice President, Secretary, Treasurer, and Director of Communications during their individual weekly calls.

## **IX. Meeting Closing (6:58 - 6:59)**

- President Victoria Tsai summarized the topics discussed in the board meeting.

## **X. Adjournment**

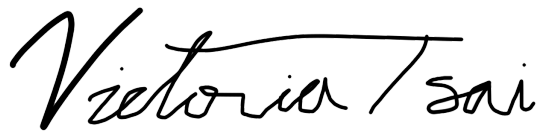
- There being no further business, the meeting was adjourned at 7:00 p.m. ET by President Victoria Tsai.

Minutes submitted by:



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Lucy Wang, Secretary  
CFC Board of Directors 2020-2021



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Victoria Tsai, President  
CFC Board of Directors 2020-2021

Approved by the Board of Directors on 2/21/2021