

Crafts for Charity



Board of Directors Meeting Agenda

Monday, September 30th, 2020, 3:30 PM EDT

Zoom Virtual Call

Zoom Call Details:

<https://zoom.us/j/99207295724>

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.

Times are estimates. The agenda is subject to change. The estimated duration of the meeting is one hour. Secretary will be responsible for recording minutes.

I. Welcome and Call to Order (3 min)

Welcome board members, make opening announcements, remind everyone about silencing cell phones.

Ask if anyone wants to make changes to the agenda.

II. Consent Agenda (2 min)

Review minutes from the previous Board of Directors meetings from 9/21/20 and vote on them by affirmation.

III. President's Report (2 min)

The president will discuss updates on the status of the organization and topics to be covered in the next board meeting.

IV. Board Member Reports (3 min)

Members of the board state their status on tasks assigned to them from the last board meeting and make any comments or reports needed.

V. Bylaws (20 min)

- Transparency and accountability
- Codes of Ethics and Whistleblower Policy
- Corporate staff positions
- Voting process for amendments
- Board members will vote on bylaws.

VI. Conflict of Interest Policy (25 min)

President Victoria Tsai leads a discussion on the conflict of interest policy.

VII. Assignments (3 min)

President assigns tasks and due dates for the Secretary, Treasurer, and Director of Communications.

VIII. Meeting Closing (2 min)

- Review actions from this meeting
- Schedule next board meeting

IX. Adjournment

When the president determines that all business is finished, board members can end the meeting by affirmation.