

# Crafts for Charity

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## Board of Directors Meeting Minutes

Wednesday, July 14th, 2021, 6:00 PM ET

Google Meet Virtual Call

Call Details:

[meet.google.com/jtc-rgyz-cii](https://meet.google.com/jtc-rgyz-cii)

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***Our mission:*** Crafts for Charity's mission is to create enjoyable opportunities for those who want to volunteer creatively to help their community. We do this by providing free virtual craft classes that teach the skills needed to donate crafts.

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### **Board Members Present:**

Victoria Tsai, *President, Founder*

Lucy Wang, *Secretary*

Dora Zhou, *Treasurer*

Maximilian Goetz, *Board Member*<sup>1</sup>

### **Board Members Absent:**

Annie Soon, *Vice President*

Eva Farroha, *Director of Communications*

## **I. Welcome and Call to Order (6:03 - 6:04)**

- President Victoria Tsai called the regular board meeting of the CFC Board of Directors to order at 6:03 p.m. ET on Wednesday, July 14, 2021 over Google Meet. A quorum was declared present. The meeting's agenda was approved by affirmation.

## **II. Consent Agenda (6:04 - 6:05)**

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<sup>1</sup> Left early at 6:52 p.m.

- Minutes from the previous meeting of the CFC Board of Directors on 6/17/2021 were approved by affirmation.

### **III. President's Report (6:05 - 6:06)**

- President Victoria Tsai provided a brief report of CFC activities that have occurred since the last board meeting on June 17th, 2021, including recruitment efforts.
- President Victoria Tsai explained several of the meeting's topics, such as recruitment, branding changes, and banking details.

### **IV. Board Member Reports (6:06 - 6:08)**

- The Secretary, Treasurer, and Board member Maximilian Goetz reported on their progress on their activities since the last board meeting.

### **V. Recruitment (6:09 - 6:23)**

- Secretary Lucy Wang presented the Recruitment plan and schedule.
- Secretary Lucy Wang gave updates regarding applications and team structures.
- Treasurer Dora Zhou provided an update on the status of creating a Sterling Volunteers account. Members of the board discussed whether to recruit adult volunteers.

### **VI. Banking and Budgeting (6:24 - 6:28)**

- Treasurer Dora Zhou provided updates regarding the creation of an organization bank account.
- Treasurer Dora Zhou led a discussion about changing the resident agent.

### **VII. Branding and Website Changes (6:29 - 6:35)**

- President Victoria led a discussion on the branding and website changes the Graphic Design Team is working on.

### **VIII. Closed Session: Leadership Changes (6:36 - 7:00)**

- Present members of the board discussed the upcoming election cycle, as well as potential changes in leadership personnel.

### **VIII. Meeting Closing (7:00 - 7:01)**

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

### **IX. Adjournment**

- There being no further business, the meeting was adjourned at 7:02 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 7/19/2021