MINUTES OF THE BOARD OF DIRECTORS MEETING

Date: April 5, 2023

Time: 10:00 AM - 12:00 PM

Location: Boardroom

Attendees:

John Smith, Chairperson

Jane Doe, Vice Chair

Bob Johnson, Treasurer

Sarah Lee, Secretary

David Brown, Director

Karen Chen, Director

Tim Nguyen, Director

Agenda Items:

Approval of the Agenda

Approval of the Minutes of the Previous Meeting

Treasurer's Report

Fundraising Update

New Business

Adjournment

Discussion Points:

* The Chairperson called the meeting to order and welcomed the attendees.
* The agenda was approved with no changes.
* The minutes of the previous meeting were approved with minor revisions.
* The Treasurer gave a report on the organization's financial status, including a breakdown of income and expenses for the past quarter.
* The Director of Fundraising gave an update on the progress of the upcoming charity event and discussed ideas for increasing donations.
* New business was discussed, including the need for more volunteers and potential collaborations with other nonprofits.
* The meeting was adjourned at 12:00 PM.

Action Items:

* Bob Johnson will submit a more detailed financial report at the next meeting.
* Sarah Lee will draft a volunteer recruitment plan and send it to the board members for review.
* David Brown will research potential partnerships with other nonprofits and report back at the next meeting.

Approved by:

John Smith, Chairperson

Jane Doe, Vice Chair

Bob Johnson, Treasurer

Sarah Lee, Secretary

David Brown, Director

Karen Chen, Director

Tim Nguyen, Director