

Executive Board meeting notes, Tuesday, January 26, 2010

We had a good first executive board meeting today with Amy, Aleah and Barbara in attendance meeting at the MNHS.

We reviewed some of the organizing that Amy had done with her board for the Urban Debate League and it was very useful for our needs as well. Thank you Amy.

We settled on a process to follow. We figured it would be about 6 months and we would like to have at least 5 new board members by June (when we will have a full Board meeting)

The process is:

1. Create an Honorary Board of Directors that can be filled with people who support us (financially as well as in mission) and have names or associations that will be useful for us for fundraising. This could include people like our friends, Marie Wilson, Mee Moua, Michelle Obama, Al Franken, other national figures we know. We would like to have the girls help with this—they could write their favorite female filmmakers or actresses or singers or politicians and ask if they would serve on a supportive honorary board. Make suggestions to us of people you think could serve on this board.

2. Clarify what is expected from our active Board of Directors. We created a worksheet for you. We can use this with old and new board members to gauge how each wants to contribute to TVG.

The worksheet **Board Interest Application** includes places for you to comment on a category, expectation, idea...and we can refine this form before we contact new board members.

Basically, we have outlined that we expect from the Board is

- to attend 2 of 3 annual Board meetings (June, December and one event)
- To serve on at least 1 committee (see committee descriptions in the Board Interest Application)
- To participate in at least 2 fundraising activities (we also included a menu of fundraising activity ideas)
- To make an annual donation to the organization that is significant to you.

So get this back to me as soon as you can. By February 1

3. Develop Strategic Categories for new Board Members and solicit ideas from you

So the other attached worksheet **Strategic Board Building Categories** lists those categories and asks you to fill in names of people you think would be good additions to our board. Of course, there are always those perfect people who don't fit into these categories, so list those too. Give us phone numbers or contact info and a bit about them. We will develop a vetting process to check (Amy will talk to the WFMN

about the process they use) and once done, we will begin a recruitment process.

Goal is to have 5 new board members by June meeting. Remember, we want to expand our diversity of race, culture, age, etc. Men too are potential candidates. Remember too, the board's most important role is fundraising. We want to expand our potential to do that more effectively.

4. Vette the people you suggest and develop a recruitment strategy for them.

6. Explore the use of a board development consultant via funding available by MRAC (metropolitan regional arts council). Find a partnership with someone for our next Ex meeting.

5. Begin the solicitation and invitation process, keeping you updated through email updates. In June we will have a board meeting and formally invite the candidates to join the board.

Action steps include:

Talk to potential consultants for board development/present recommendations at next Executive Committee Board meeting

- Barbara talk to Julia Classen- suggested by Amy from WFMN work
- Aleah talk to people at Wilder Foundation

Get feedback on interest survey from current board member

- Barbara constructs and sends out survey based on Amy's survey from UDL- sent 1/25/10
- Board fills it out and sends it back to her by Feb. 1

Develop a board candidates list based on the strategic categories-solicit from full board

- Barbara sends out candidates list-sent 1/25/10
- Board fills it out and sends back to her by Feb. 1

Research a vetting process for potential Board candidates

- Amy finds out what WFMN process was

Develop an Honorary Board list

- Barbara requests from Board
- Barbara talks to girls about writing to candidates

Next Executive Committee meeting is Feb. 16 at 12 noon at the MNHS café.

- We will review full Board interests (as completed in survey applications sent today)
- We will review list of potential board candidates as sent by full Board members (as sent in Strategic Board Building Categories today)
- We will review potential Board development consultants (Julia Classen and Wilder Foundation)
- We will discuss vetting process of candidates and assign specific individuals to be vetted by our Board
- We will discuss recruiting process we want to use for new candidates.