

The SUUSI Foundation Board of Directors Meeting September 29, 2021

Meeting Minutes ***APPROVED***

Via Zoom

Call to Order @ 7:05 pm

Chalice Lighting & Opening Words

- Connection and Commitment by Rev. Dr. Cynthia Landrum

Welcome New Members

Roll Call/Check-Ins

- Angel Wall
- Annsley Van Buskirk
- Bethany Cecere
- Derrick Peavy
- Kimi Riegel
- Nicole Tearno
- Shannon Harper

Election of Officers

- President- Annsley Van Buskirk will remain president by unanimous consent
 - o Nicole moved that we approve Annsley remain as the president of the foundation
 - o Kimi seconded
 - o Motion passed 7-0
- Vice President- there will be no VP at this time
- Secretary- Nicole Tearno will remain secretary by unanimous consent
 - o Annsley moved that we approve Nicole remain as the secretary of the foundation board
 - o Angel seconded
 - o Motion passed 7-0
- Treasurer- Derrick Peavy will remain treasurer by unanimous consent
 - o Nicole moved that we approve Derrick remain as the treasure of the foundation board.
 - o Kimi seconded
 - o Motion passed 7-0

Housekeeping

- Reminder to review the Policies & Bylaws Annually
 - Located on the website
<https://www.thesuusifoundation.org/who-we-are>
 - Required Disclosures (8.2 of policy manual)
- Sign Conflict of Interest Policy Affirmation (annually)
- Communication
 - check email and timely respond, please.
- Google Drive Docs
 - will share with all, lots of good stuff in there

Approval of Previous Meeting Minutes

- Nicole moved that we approve the minutes from 07/18/2021
- Derrick seconded
- Motion passed 7-0

D&O Insurance Update

- Annsley announced that we now have an active \$1M D&O policy

Money Spent Since Last Meeting

- \$698 for the D&O Insurance

Update: 20 for 40 Campaign

- Only 16.2% of the way there

Plans for Future Fundraising

- Logo Contest- Everyone liked Annsley's idea to do a logo contest so Annsley is going to move forward with this idea. There will be a prize awarded to the winner. Prize: \$100 gift card to SUUSI store/ Artisans' Bazaar plus swag bag to include items with the logo on it.
- Giving Tuesday- Nonprofit Ready has some great resources and pre-written scripts for FB posts and Emails.
- End-of-Year Email- may just send out same as last year
- Spring Virtual Gala- We discussed ideas such as a spring concert by a SUUSI musician, theme talk, or a virtual workshops. Bethany has experience with virtual events.
- Recurring Gifting, Legacy Gifting Workshop, Estate Planning Workshop- UUA has lots of resources we should use.
- Social Media Presence- We discussed and unanimously approved creating a business page on FB for the SUUSI Foundation with no interactive option for people to make new posts on the page. This page can be used for advertisement and information.

Taking our Investments to the Next Level

- Annsley introduced the topic of allowing Adviser Investments to manage our investment accounts. This firm will use ESG investment guidelines for our account.
- Derrick provided a very detailed explanation of the current foundation and endowment funds and discussed the differences between the two. It was recommended that the board seriously consider topping the endowment fund off to \$100k to be able to meet the \$100k minimum required by the Advisor Investments firm. Furthermore, a suggestion was made to invest an additional \$130k from the foundation to be managed by the Advisor Investments firm as a separate account.
- Annsley offered to set up a meeting with the representative from the Advisor Investments firm and detailed her own impressions from the interviews she had with them. She had a very favorable view of the Advisor Investments firm and the board trusted her assessment. No one requested to meet with the investment firm Annsley and Derrick were recommending.
- The board members confirmed they understood the information Derrick and Annsley shared and appreciated the attention to detail offered by both of them. Thank you to Annsley and Derrick for your thoughtful presentations of the finances and current goals for the endowment and foundation.

Actions taken with investments:

- o Nicole moved to Allow Adviser Investments to manage our investment accounts
- o Kimi seconded
- o Motion passed 7-0

- o Nicole moved to move enough money from the foundation to the endowment so the endowment balance would be \$100k
- o Kimi seconded
- o Motion passed 7-0

- o Nicole moved to invest \$130k from the SUUSI foundation and the full \$100k from the endowment to be managed by Adviser Investments as 2 separate accounts.
- o Kimi seconded
- o Motion passed 7-0

- o Annsley moved to release the investment committee
- o Nicole seconded
- o Motion passed 7-0

Need to Review Bylaws & Policies for needed edits

- Annsley will review the bylaws & policies and recommend necessary changes at the next meeting
- Everyone was advised to be prepared for a meeting full of in-depth reviews of policy language that will need to be discussed and voted on for approval.

Need to work on editing/adding to the Foundation Timeline

- Outlines what should happen month-by-month.

Scheduling Next Meeting(s)

- How soon can we all gather for a policy/bylaw editing meeting?
 - The next meeting date was unanimously set for 11/04/2021 @ 5:30pm
- Group to meet about the logo contest?
- Group to meet about the spring gala?
 - We need volunteers to help organize and promote this.
 - Nicole and Kimi seemed interested in helping
 - No official follow up meetings scheduled for this yet
- Group to meet about legacy gifting & recurring gifts?
 - Once we finish with the logo contest we should develop tiers for donors and offer different SUUSI foundation swag with the new logo for the different tiers.
 - No official follow-up meetings scheduled for this yet.

Closing Words & Extinguish Chalice

- The Work We Share by Rev. Krista Taves

Adjourn @ 8:37pm