

Access Sacramento General Board of Directors Meeting

Agenda - April 26, 2023

Open Session/Roll Call- 5:30pm

Consent Calendar- 5:35pm

[All items on the Consent Calendar are considered and acted upon by a motion.]

1. Approval of March meeting minutes
2. Vote on issues presented at last meeting (if any)

Discussion Calendar- 5:40pm

[Items on the Discussion Calendar include an oral presentation or document that will be “received and filed”.]

1. Proposed Budget Review: Donna Girot
2. Proposed Budget SMCTC Meetings: Donna Girot
3. Big Day of Giving check in (May 4 2023): Matthew Gilliam
4. POV check in: Matthew Gilliam
5. Meeting frequency: Matthew Gilliam
6. Add item to Agenda for next meeting (Any Board Member): Dee McCoy

Committee Reports - 6:10pm

1. Finance Committee: Sam Henderson
2. Membership Committee: Michael Andrews
3. Programming Committee: Dee McCoy
4. Exec Director’s Report: Donna Girot
5. Chairman’s/Executive Committee Report: Matthew Gilliam

Community Comments

Adjourn at 6:30pm

Access Sacramento Board of Directors Meeting
Regular Meeting April 26, 2023
5:30 pm vis Zoom.us

I. Call to Order

Meeting called to order at 5:35 pm, Matthew

II. Roll Call

Board Members in Attendance: Matthew Gilliam (Chairman), Samantha Henderson (Chief Financial Officer), Denise McCoy (Secretary), Michael Andrews, Garrett Perkins
Absent: Hester Wagner

Staff In Attendance: Donna Girot, Executive Director. Laureen Fallahay, Operations Director

Guest: Attorney at Law, Peter Brixie

III. Approval of Agenda: No motion made to approve the agenda for this evening's meeting.

IV. Incident at Coloma Center:

ED reports an Access Sac member tripped on steps in the Coloma Center and may have broken her ankle. It is unclear if an incident report was generated or who may be liable for damages, should the member file a claim. Access Sacramento does not appear to have any liability regarding this incident.

V. Review of March Meeting Minutes:

No outstanding items to review from March's minutes. Matthew made a motion to approve minutes and Garrett seconded. All members in favor, minutes approved.

VI. Presentation of FY 2023-24 Proposed Budget:

ED Donna Girot presented the FY 2023-24 proposed budget and emphasizing the continuing financial challenges Access Sacramento should expect including inflationary expense jumps, and the efforts made to decrease expenses to help mitigate this and SMCTC's reticence to make last year's 5% increase permanent. Active discussion of each income and expense item.

VII. Motion Made to Approve the Budget:

Matthew made a motion to approve the budget, Michael seconded the motion. All in favor, the budget passed unanimously.

ourselves as if we need to. Because we answer to a governmental committee, this is best practice.

VIII. Executive Director Input:

Communication Protocol: Donna asked attorney Peter Brixie about appropriate modes of sending meeting minutes and agenda to SMCTC (must we send hard copies, spend on postage

& envelopes or could emailed version do) and our obligations to the CA Brown Act to confirm if Access Sac is conducting business in accordance with the law. Peter Brixie confirmed hard mail and electronic correspondence work fine and suggested that posting electronically will meet any requirement of the Brown Act. Peter stated that technically we are not required to observe it, but we conduct

Meeting Dates: Donna would like the Board to reconsider the dates for the General Meetings, so that she can be available for weekly live show on Wednesday evenings. Occasionally, she is asked to substitute host and or be a guest on LiveWire. A survey will be sent to the Board to confirm the best days going forward.

Donna Girot had to leave meeting at this point.

IX. Big Day of Giving 2023 (#BDOG):

Board confirmed their campaigns have been shared with family and friends by phone call, text and online. Our goal is \$12k for 2023 and \$14k-15k for 2024. Feedback from members per Matthew's calls was they don't use their membership, so he asked for donations instead. Each Board member committed to a minimum of \$25 for BDOG. Board needs to contact a personal contact list.

X. Power of Voice Celebration & Fundraising Ideas:

Concert in the park idea is on the table. POV happening in 2024 and will be a Board-Centric event. Late July to early August 2024 is the proposed timeframe. Laureen Fallahay shared feedback from other successful collaborations with the Sacramento Gay Men's choir and their impact in the community. She feels POV is more about community impact and not necessarily about one person. Sam asked Laureen to clarify if she was suggesting Access partner with SGMC in terms of a benefit concert or nix the concert idea. Laureen stated that open air events may not go over well, whereas an event happening at an actual venue might have better results. Laureen stressed the importance of setting a plan and sharing it in advance with Donna and staff if the Board will need their assistance. Michael states he has been in communication with a local organization that was successful in pulling off an open air event and gaining funding from the City, sponsors etc. His contact shared their sponsorships brought in a total \$99k and the spent \$61k, so a profit margin of approximately \$38k.

XI. Meeting Frequencies:

Currently the board does not have enough board members to meet the demands of the various meetings. Matthew suggested combining the meetings. Sam suggested that we focus on each committee's initiatives during those set meetings and not go into too much detail, but present a high overview. Sam suggested that using Slack will help the conversations can happen there. Doing so may facilitate quarterly general board meetings instead of meeting monthly. Michael and Laureen shared positive feedback about using Slack as a tool.

XII. Board Training:

Matthew shared our efforts to set up Board training and certifications for the Board with the ED.

The training will be mandatory for new / onboarding and seasoned Board members going forward.

XIII. Overview of ED Report/Focuses/Big Push: Teen Summer Student Workshop, A Place Called Sacramento, Cast and Crew Event, BDOG and donor outreach. Dee shared feedback regarding KUBU participation in the recent South Park Earth Day Event.

Meeting adjourned at 7:53 pm

Proposed minutes respectfully submitted,

Board Secretary /Recording Secretary: Denise McCoy Date: 5/15/2023