

THE

Kringle Cause



Board Meeting Minutes/Notes
The Kringle Cause Inaugural Board Meeting
Location | 775 N Greenfield Rd, Gilbert, AZ 85234
Date & Time | Tuesday February 25th, 2025 @ 5:00 pm

5:00 Call to order

Attendees with tentative area of focus for the board

- Jeff Biggs - Executive Director
- John Berrett - IT
- Jamie Lovell - Secretary
- Shawnie Huff - General board/Programs
- Joe and Christine Feller - Interim Treasurer/ Crafts/Programs

5:05 Introduction of Board Members

5:10 Executive director's report

Notes:

Call to action to provide comments/feedback to Operational Report.

- Confirm everyone has access to documents

This Board is an additional set of voices and experience for the KC

3 fold mission of the Kringle Cause:

1. Delivering gift year round to kiddoes with challenges (disability)
 - a. Visits to centers/groups
 - b. Want them to know they are special
 - c. Children in hospitals
2. Focus on young adults to provide purpose and a job for those individuals
 - a. Includes classes and learning opportunities (i.e. cooking, life skills, budgeting ect.)

Question: Understand the regulatory requirements associated with payment the ELVES

Follow up item: Identify Challenges and Barriers related to payment

3. Support for families, parents, caregivers etc. (i.e gift cards for selfcare)

5:20 Strategic planning

Funding Sources:

- Grants
- Donations
- Gift Shop (retail experience)

5:30 Call for Nominations and Vote for President, and Treasurer

Notes:

Call for nominations for Board Pres and Treasurer

- Christine (Treasure) position (interim fill)

Book recommendations:

The little book of boards by Erik Hanberg

The little book of Gold by Erik Hanberg

Review Bank Options - Follow up at 3/25 meeting

Jeff to send links for bank options for the 501C3

Review Software - Follow up at 3/25 Meeting

Aplos.com: Software that supports Non-prof and churches

- CRM and accounting tool, event registration and tracking, budgeting AP/AR; pledge tracking and partner integration; ect. (middle: 49.50 monthly) upgrade is possible when needed.

Miscellaneous Activities:

- Jeff is currently tracking funds based on his side work
- Virtual office with Regis – Jeff is currently using for address etc.
- Expenses:
 - Web hosting, domain names:(.org, .net .com)
 - Legal fees for 501C3 set up
- Website development using AI

Ideas:

Ornament club with monthly ornament and trading cards

Headshots for board (possibly with ugly Christmas Sweaters) Jamie to check with Erin to see if she will donate time for photos

Areas of expertise for the board:

- Materials foreman: (Woodworking) (Focus on safety)
- Behavior Therapist – Role of Mentor
- Videographer – Erin??
- Fundraising

Committees:

- Fundraising/Finance
- Programs: creatives
- Marketing

Questions from the board:

501C3 completion: 1 month to 6 months; Jeff's goal 6 month

- Attorney's will create bi-laws with board input
 - o Term limits with an opportunity to try other areas of the board overlap in the key board role (President, Treasurer, Secretary)

Board responsibilities:

- **- To ensure the financial health of the non-profit**
- **Fundraising**
- **Strategic planning and visioning**
- **Hire/Fire the ED**

Next Meeting: 3/25: Google Meeting link for

Carry forward topics for 3/25/2025 meeting

**Set Up Finance/Fundraising, Programs, & Marketing Committees
Strategic Planning (Continued)**