



Board Meeting Notes - Minutes

Location | Scheels Chandler | 3199 W Chandler Blvd, Chandler, AZ 85226

Date & Time | Tuesday APRIL 29th, 2025 @ 5:00 pm

NOTES/MINUTES

Call to Order:

Welcome and introduction by the board chair or president. Verification of quorum
Time adjustment to 30mins due to conflict in meeting space

Attendees:

Jeff Biggs
Jamie Lovell
Joe Feller
Christine Feller
John Berret
Shawnie Huff

Absent:

Jeff Peterson (JP)
Erika Brown

Approval of Previous Meeting Minutes:

Review and approval of the minutes from the previous board meeting. Address any corrections or modifications.

6/6 Approved meeting minutes

Executive Director's Report:

TEMPORARY WEBSITE

- Jeff is maintaining the temporary website as a place holder for future build out.

GRANT OPPORTUNITY

- Share and like at the bank Facebook page

Board Governance:

VOTE ON AMENDMENTED BYLAWS

- Changes to V1 by laws:
 - Addition of 8.0.4 Background Checks and Drug Free workplace
 - Addition of Article Eleven in its entirety Volunteers and Program Standards
 - Updated KC by-laws motioned for, voted on, and passed unanimously by the present board members

SIGN THE BYLAWS

- Ratified and signed by 6 of 8 board members who were present.

STANDING COMMITTEES

ORGANIZE FUNDRAISING COMMITTEE FOR THE KRINGLE CAUSE CLASSIC

- Identify committee members for Kringle Cause Classic in July
 - Board Volunteers:
 - Jamie Lovell
 - Christine and Joe Feller
 - Shawnie Huff
 - John Berret

MARKETING & SOCIAL MEDIA COMMITTEE (**Revisit at May meeting**)

BANK ACCOUNT:

- Brief Discussion of Pros/Cons Bank vs Credit Union
- See Banking Research document for additional details. **Saved to “BOARD RESOURCES”** on the KC Google Drive
- “Applos” CRM and book keeping program to be considered as a support tool for KC

Action Items:

- Jeff to share banking options via email for board member votes

Open Forum/Discussion:

- Santa School in August
 - Costs: \$500.00 (plus travel, hotel, food)
- Long term goal:
 - Kringle Cause Santa School w/ Curriculum

Action Items and Next Steps:

1. Jeff to share banking options via email for board member votes
2. Agenda topic for May Meeting:
 - a. Fundraising: Christmas in July
 - b. Insurance for Kringle Cause
 - c. Needed waivers
3. Next Meeting:
 - a. May 27th, 2025 5pm place TBD
4. **STANDING REMINDER:** We would like to add more board members and identify committee members.

Adjournment:

Officially conclude the meeting.

NOTES:

Fundraising Committee

Focuses on developing creative strategies for donor engagement, fundraising events, grant research, and partnership development to help sustain and grow the organization.

Marketing & Social Media Committee - Erika Brown

Oversees external communication strategy, including branding, social media presence, website updates, and public relations efforts to grow visibility and engagement.