

Tucson Pride



Tucson Lesbian and Gay Alliance

Meeting Minutes – Public Session

February 9th, 2019

Opening

The Public Session of the Tucson Lesbian and Gay Alliance was called to order at 2:17PM on February 9th, 2019 at the Woods Memorial Library, by Samantha Cloud. A quorum is present.

Present

Samantha Cloud, President

Wendy Bailey, Co-Vice President

Stephen Myers-Fulgham, Treasurer

Rebecca Piel, Interim Secretary

Chris Flores, Director

Danny Opacich, Director

Anaysa Stubbs, Director

Absent

Joanne Contreras (Medical Leave)

Aviry Christy (Working)

Closed section 2:17pm

Strategic Planning

Fundraising

- 50% Kid Friendly
- King and Queen run and host fundraisers
- Quarterly Quality Fundraisers
- Bring back old fundraisers -gay yard sale - comedy show
- Public Participation
- More Drag events
- Restaurants
- Increase Online Fundraisers

Pageant and Scholarship

- Fundraising
- Dinner option
- Advertising
- Director position
- Committee
- Edit and Enhance royalty program
- Establish outcomes and job descriptions for royalty

Community Outreach and Networking

- Maintain evolution of communications - News letters and Emails
- Business Cards
- Members attending Chamber events
- Identify specific community events to sponsor or volunteer at
- Be involved in at least 1 non TPI event each month
- Have other community leaders speak at board meetings.

Community Education

- Utilize other group events - less is more
- One monthly inservice or training with public
- Holding workshops throughout year
- Offer presentations to business regarding LGBTQ community
- 2 or 3 board members to present at different GSA's Monthly
- Reach out to speakers to remind people regarding the push of the fight for the LGBTQ Rights (History)
- Create a timeline of our history
- EON Youth Partnership

Parade and Festival

- Reduce wait time for admission
- Clear leaders of areas within festival, trust people to lead
- Clear responsibilities and expectations
- Having Backup plans in place in the event that someone cannot perform their responsibilities
- Open volunteer recruitment ASAP for leads and coordinates with volunteer coordinator (email meeting invites to current volunteers) Also ask for their opinion on things.
- More organized
- More food and drinks especially for volunteers
- fireworks
- Increase attendance
- Address concerns from last year
- Sub Committees
- Advertise Parade Director position
- Paid staff for festival
- Volunteer appreciation party
- Autocad Layout Session
- Establishing Requirements and check lists.
- Timeline and Calendar

Financial

- Pay off remaining debt no later than November 1st, 2019.
- 5000.00 in stabilization reserver no later than December 31st, 2019
- Establish with committee check lists related to IRS dealings (1099s etc)
- Training Schedules for Financial Management
- Identify additional potential funding sources

- Membership Program
- Backup for Treasurer
- Sponsorship +20 percent

Marketing and Public Relations

- Remember we are in the public eye even on social media
- Instagram account
- hosting successful volunteer appreciation event
- Streamline the roles and responsibilities so that multiple people can do it
- Establishing more protocols in regards to responses to question so that there is consistency

Board Ops and Stability

- Recruit and provide development for Secretary
- 13 board members
- SOPs available for when new person joins
- Ongoing trainings to improve board skills
- SOP leader to do follow through
- On-boarding new members
- SOP suggestion template
- increase diversity of the board
- meals to bring to closed sessions rotate by person
- retreat
- Officers/Leads need to be drafting guides on how to do job
- Look for trainings that pertain to responsibilities
- Re-establish and maintain board liability insurance
- Monthly Reports
- Establish relationships with professionals (lawyer, CPA, etc.)

Break at 3:06pm

Return from break at 3:16pm

Open Portion

Public Attendance

Michal Kern
Christina Lancaster

President Report

Sam

Laura with La Quinta on monday
Members of GLBT Membership is active
CAPI will be finished up today based upon previous vote for 425.00
Hoffman will be submitting potential logos for Stonewall themed Festival

Treasurer Report

Stephen

January

- Bank Balance as of today Checking 3,848.54 Savings 2,565.73 total Balances 6,414.27
- Inventory is done - just need the list
- Liquidate some of the inventory at yard sale possibly
- AP - 488.18 - Tumbleweeds 469.46 and City of Tucson 18.73
- Available for operations - 3848.54
- Other Earnings - 305.42 - Restitution from Mr West - 300.00, Refund of Fraudulent activity - 5.42.

- Interest income - 0.75
- Expenses - Program services - 2748.18 - Included 2453.18 for Festival and Parade expenses - 2279.26 to City of Tucson for Special Duty Police, 173.92 for Printing and Copying for Skyline Printing for Promo Materials. 295.00 Community Outreach expenses - 145.00 GLBT Chamber of Commerce and 150.00 to Christina Lancaster for reimbursement of Pageant Crown embellishment.
- 262.35 in operations expenses - 150.18 for January storage rent, 92.00 for 6 month renewal of P.O. Box 20.17 for GoDaddy for web hosting
- No fundraising or special events earnings
- Announcements and Proposals - Accountant Mr Richey - 2018 tax preparation is 1200.00 in addition we are supposed to issue IRS 1099 to anyone that we paid more than 600.00 throughout the year. Cost for that is 50.00 setup and 5.00 prep for each 1099. Potential penalty because they are late.
- Storage can be reduced and changed after the volunteer event.
- Stephen will get quotes from other places, we would no longer require climate control. CUBE for festival related stuff and have it delivered the day of the festival. Could save on Uhaul/Fuel expenses.
- Plan to fund current storage through April 1st.
- Go everything with Aviry/Logistics. His responsibility to maintain and understand the inventory.
- Bins/Totes may need to be purchased.
- Other cost related items - no further spending until fundraising occurs.
- File suit for other investigation. No criminal investigation, will be civil.

Vote to Engage Jill Shawl

Anaysa Motions to authorize to engage Jill Shawl

Danny Seconds

Vote 6 yes 2 abstain

- Officers will communicate with community - Directors are to comment that they cannot comment on any inquires and are to direct them towards the Executive officers.

Vote for cost of Tax Return Robin Richey CPA - 1,200.00

Sam Motions to authorize processing of tax return

Danny Seconds

Vote 8 yes 1 abstain

- Annual Report May 6th - Corporation commission - Previous was rejected which resulted in overdue notices. Not allowed to have more than one signature on the forms. Issue is in process of being resolved.

Break at 3:54pm

Return from break at 4:06pm

SOP Committee

Danny

- Recruiting for Secretary - Look over job description
- Used same template for Treasurer - will we standardize this form
- Anaysa is thinking about taking the role
- Danny will send updates to the board

Vote to Accept Secretary Job Description

Sam motions

Stephen seconds

Vote 8 yes 0 no

- Procedure to fulfill essential functions with absence of secretary - SOP

- Interim Secretary Duties of the Board
- Secretary post minutes to the website once they are approved.

Vote to adopt interim Secretary duties of the Board SOP

Sam motions

Jeff seconds

Vote 8 yes 0 no

- Anaysa volunteers the for next month interim duties

AZ Gay Rodeo

Sam

- Sam and Stephen would go Saturday. Christina from the community, will also attend.
- Jeff and Danny go Sunday possibly Stephen

Volunteer Appreciation Event

March 16th - 11am to 4pm - Brandy Fenton Park Ramada 2... Actual event start 12pm to 3pm.

- Danny cement his list by Wednesday.
- Will be invite that gets emailed.
- Sam will pull data from WIX database as well.
- Jeff and Stephen will do appreciation awards for all volunteers
- Jeff will do best bar sales award
- Michael needs to send Stephen list of his volunteers... Zach etc
- Need to establish food count
- Stephen will check remaining balance on Fry's card
- Wendy Potato Salad
- See if Fry's will do donation for event or Michael will also do Cake

Vote to reimburse Danny for Park Fees - 28.31

Sam motions

Stephen seconds

Vote 8 yes 0 no

Next meeting for volunteer appreciation planning and March meeting will be held until meeting with Laura.

February - 24th at 2pm at Stephen Myers-Fulgham

March - 10th - 2pm TBD Location

March 10th new deadline for open positions.

Final Notes

Fundraiser Skybar - March 3rd doors 7 show 8
 Surely Wench - April 7th doors 7 show 8
 191 Toole - May 12th Moms day theme time TBD 2 events
 Surely Wench - June 28th doors 9 show 10
 July Event rumble in Old Pueblo no date yet

Meeting called to close at 4:52pm by Sam Cloud