

**Grand Rapids Pride Center
Board Meeting Minutes
September 14, 2020 via Zoom**

Present: Thomas Pierce (staff, he/him), Anne Hertl (she/her), Charissa Huang (she/her), Devin Rittenhouse (he/him), Jazz McKinney (they/them), Lucy Dyer Joswick (she/her) and Regina Salmi (she/her). (Tommy Allen (he/him) was delayed and communicated with E.D.)

Approval of past meeting minutes

Devin requested a motion to approve the minutes from our last two meetings. Anne motioned, Jazz seconded. Motion passed.

Board Recruitment

New TGNC Chair

Jazz shared that Kyn (now Chief) Ewing will be replacing them as chair of the Transgender/Gender-Nonconforming Committee (TGNC) and our bylaws have that the chair of this committee is a member of the board of directors. This means that Chief will be starting after Jazz departs in October.

Thomas asked what our intent was with having an automatic board member who does not have to apply or be approved. Jazz shared they believe it was added to the bylaws to ensure GRPC prioritizes this community, as it has not done in the past. Thomas suggested that the board at least vote on this, as they do other board members, which could be done at the October meeting.

Action item: Lucy - add this topic to the executive committee agenda ahead of the next board meeting to ensure this is included in the next agenda if a vote is needed. (done, determined that next time there is a transition, the individual nominated by the committee should be voted in as a board member as a formality)

Board Recruitment

Tommy was in another meeting, so he could not report on action items to connect with Keyuana and Jamal regarding their interest in applying to the board. He later updated us in the minutes that neither were interested at this time.

Board members inquired on the status of our goal to recruit more Black board members. Lucy shared this was part of an action item at the last meeting, but suggested a more intentional plan is needed and that we need stronger ways of following up overall. Jazz shared they think it

seems like no action has been taken since we created the community action plan. This led to a discussion about task management and accountability.

Task Management & Accountability

Lucy asked if board members have seen effective ways of tracking tasks to hold board members accountable. She then suggested that we try out the tasks that are included in our G-Suite. With this, you will receive an email each time a task is assigned. The challenge seems to be that deadlines cannot be assigned to someone from what Lucy understands so far. The group agreed that we can try this out for the next month and then re-evaluate.

Action Item: Lucy to learn more about google task functionality and how it can be used and share tips with the board. (done - we have a form to assign tasks which links to a spreadsheet. Task check-in occurs at the top of each board meeting and is also assigned via google tasks)

The board then went through and assigned leaders for the goals in our [Community Accountability Plan](#). Each leader is expected to gather with their committee before our October board meeting.

Action #1 Lead: Gina - Relationship with GRPD and Law Enforcement

Action #2 Lead: Anne - Racial Justice & Sensitivity Training

Action #3 Lead: Lucy - Community Listening Sessions

Action #4 Lead: Anne - Content Knowledge Expert contracts

Action #5 Lead: Charissa - Outside Vendor relationships/contracts

Action #6 Lead: Anne - Board Self-Learning & Development

Action #7 Lead: Lucy - Community Accountability Advisory Committee

Action #8 Lead: Gina - No Police at Pride

Action #9 Lead: Gina - Black Lives Matter. Black Trans Lives Matter. - language consistency

Action #10 Lead: Tommy & Anne - Board Recruitment

The board discussed the need to follow up with the items from the board retreat in a similar way to how we created these action items.

Action Item: Lucy to create a task tracking document that can track what is assigned at meetings, assign to board members and easily update progress.

This conversation led to Jazz voicing that they feel we have not adequately addressed what occurred at the end of the board retreat and that this lack of action and effort is why they do not feel valued and have chosen to leave the board. The discussion led to three action items:

Action Item: Devin to follow up with Tommy and Jazz for further discussion. (done)

Action Item: Board to create a social contract and an accountability process for addressing board learning and issues that arise between board members.

Action Item: Lucy to ensure items from board retreat are on task list for board members.

Executive Director Resignation

Thomas Pierce submitted his resignation today. His last day is Friday, October 9th. He will begin working full time as a Therapist with Mercy Health. Thomas is eager to help us plan and prepare for a successful transition over the next four weeks. He is also open to us contracting with him, as needed, until we have more staffing capacity.

Thomas provided us with the following updates:

-We have five interns, most of whom are MSW and will need an LMSW for supervision.

-One intern project focuses on voting - you can check it out here:

<https://grpride.org/queerthevote>

-Leslie has transitioned from Americorp staff to a permanent, part-time role as Office Administrator and will continue to manage our Proud to Be Healthy program. They are working on a provider survey that takes about 25 minutes to complete, but will provide us with a lot of information about healthcare in our community, for *our* community members.

-We are set to receive a \$100K grant from MDHHS focused on youth tobacco use, i.e. why they started smoking, what early experiences may have led to their smoking (ACEs), what they have used to quit, what they are using now

- Will work with Calvin again for survey/data management

- We will fund hubs across the state who will help distribute the survey

-Thomas is a little concerned that they will hesitate to continue with his departure, so it will be important to have board support for Leslie who will be taking this on in their staff role.

-Meijer provided us with their \$15K Pride donation for general operations; that is another relationship we will need to preserve.

-Larry has officially departed as staff, we are working on having him approve an announcement of his departure and our appreciation for his years of service. Thomas and Charissa need to finalize this paperwork.

Due to Thomas departing, Devin called for the board to begin meeting weekly starting on 9/21 and continuing, at least, through Monday, 10/12. Thomas will schedule these meetings.

The board noted the following immediate needs, but anticipate many more when we connect on the 21st:

- Complete end of year appeal with a goal of raising \$25K before Thanksgiving
- Create an agenda with Thomas for Monday, 9/21 and share with board so they know what to expect
- Thomas to create:
 - List of passwords
 - To-do list for next three weeks, an annual calendar of tasks for his position
 - A list of relationships we need to manage
 - Create checklist for end of year appeal
 - Check into our zoom account, if it is connected to Thomas' personal account, we will need to create a GRPC account and may need to pay for this through Tech Soup
 - Create keys for board members and security codes
 - Remove self from checking account and ensure two board members are signers

Board meeting adjourned at 9:06pm

Respectfully submitted,

Lucy Dyer Joswick
Board Secretary