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**SICA-USA Board Meeting**

**Sunday, February 21, 2021, 2pm PST**

**Minutes of Meeting**

**1. Call Meeting to Order:** The virtual meeting was called to order by Board Chair Paul Nelson at 2:10 p.m. Board Members Hamilton Cheifetz, Ralph Davila, Sanderson Morgan, Lawrence Pevec, Susannah Rosenthal, Sofiah Sexton and Lauren Stanley. National Helpers Michal Brownell and Jim Dehner were present.

**2. Quiet:** Michal and Jim

**3.** **Secretary:** Sanderson Morgan volunteers.

**4. Approval of Last Meeting’s Minutes:** Hamilton moved that the minutes of the last meeting be accepted, Lawrence seconded. The motion passed unanimously.

**5. Financial Report:** (Ralph Davila, Acting Treasurer): Ralph presented forms sent to Board via email with attachments Feb. 19, 11:04 pm. A discussion about the proposed 2021Budget resulted in these changes: Fund Raising amount ($20,000) was moved from **Projected Income** to **Income** resulting in an increase of the total budget to $21,970.

In the ‘**Expense**’ column, Certificate of Incorporation was changed to read Corporate Renewal/Registration. The name for hosting service now reads as Hosting Service/ (In Motion). Fund Raising now reads as Annual Fund Drive.

New line items were discussed for inclusion at next meeting; Congress Entertainment $1,000. was put into Projected Expenses.

A discussion about SIHA funds of $1000. that are in our account; we decided that we have stewardship of these funds and their ultimate dispostion will be decided at a future meeting.

Lauren: From what line item does grant money, such as for Patrick Morgan’s proposal, come from? Paul: SICA Sponsered Events. A new line item called Grant Awards will be introduced at a future meeting.

A call for motion to adopt the 2021 Budget as revised; Lawrence so moved, Hamilton seconded.

Discussion.

Lawrence: Who receives income to come? Paul: SICA-USA. A discussion about the best way to receive funds from donors and how to award large donations was tabled to be taken up at the next Board Meeting.

Ralph: We will need a new line item for Liability Insurance. All agreed this was very important. Ralph will bring details of the cost of this policy to an upcoming meeting when he has all quotes in from his requests to insurance agents.

Call for the Vote: The 2021 Proposed Budget was unanimously approved.

**See Attachment A**

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Conversation about IRS Form 990. Paul explained that this is a form that is filed on May 15 to illustrate a greater deal of organizational transparency and organization. Not required for organizations with budgets under $50,000 but a good practice regardless of revenue. Foundations and the Secretary of State (Washington) look for this transparency. Thanks to Ralph and Louis Olds we now have this!

Ralph asks about a similar tax form for State of Washington. Paul: We file a Corporate Report and Request for Renewal Nov. 30 and a Non Profit report and Request for Renewal Dec. 31. We can now use the filed 990 to make these filings easier.

Discussion about funds presently in our account. Our current balance is $7,202.92.

Ralph discusses expenses associated with Pay Pal to process donations. Ralph and Lauren will explore other possibilities. Discussion tabled.

**6. Discussion of Facebook page and need for a Communications Committee:** A very wide-ranging conversation, selections follow.

Lawrence suggested that Simon Cherpital present a weekly photographic display and short article on our SICA-USA group. Paul will contact Simon and discuss this with him.

It was decided to form the Communications Committee and to ask the Board to think about how they want to see this manifest. Paul thought that the chair of this Committee would help link various incoming SICA-USA blog posts to the SICA-USA FaceBook page. Another function of the Communication Committee would be to drive readers, from various sources, such as the SICA-USA Face Book Site, to the main SICA-USA site. This Committee would develop guidelines for submissions of various types. Criteria was a concern for many; Susannah discussed testing as way to seeing what criteria might be in some circumstances. An example was how does one edit a received writing? Ralph asked what would our roles be as gatekeepers? Susannah spoke of discovering that Patrick Morgan’s writing “had no gloss” and yet is was still good writing. Lauren spoke of being curators of content and the use of ephemeral online media for some types of comments and writing and other parts of the SICA-USA for more formal writing. Paul then spoke of using some part of the site to have selections from books such as Patrick Morgan’s “River of Dreams”. Paul asks “How do we use the SICA-USA website as an archive to illustrate cultural vitality?

Sofiah Sexton is willing to be on the Communications Committee. Lawrence will invite Simon Cherpital and Ruslan Feldman to be on this Committee.

**7. Discussion of SICA-USA becoming umbrella for CoPLAY:** Susannah presented a narrative on recent conversation with Matthew Clark in reference to CoPlay being affiliated with SICA-USA as umbrella/partner - or - for her to proceed to create her own 501c3 for CoPLAY. Clark points out that this makes it much simpler. Susannah said that she wants to further think about this matter. Conversation is tabled by SICA-USA until further notice.

**8. Patrick Morgan’s Grant Application:** The Board took up the approval of Morgan’s grant application. Sanderson made a motion to accept Morgan’s grant proposal, Paul seconded. Two conversations developed; 1) was a concern about criteria for determining merit in an application and 2) was about how many had not reviewed the grant proposal. Voting was incomplete with too many abstentions. Sanderson removed the motion. The Morgan Application was tabled and will be on the Agenda of the next SICA-USA Board Meeting. Board Directors will review the applications thoroughly for next meeting as is the role of all Directors before all meetings.

**9. Discussion of Cultural Conversation and Annual Fund Drive:** It was determined that time for these topics was not available and are to be put forth to the next Agenda. Paul took a few minutes to discuss ideas about how individual Board members might be thinking about making pitch/appeal letters to be posted on a blog or Mail Chimp.

**10.** To finish the February 21, Agenda: **Date of Next Special Board Meeting** (To discuss Patrick Morgan proposed grant and Fund Drive)**:** *Friday, February 26, 2021 at 4:00 p.m*.via Zoom <https://us02web.zoom.us/s/2064225002>)

11. **Adjournment:** There being no further business, the meeting was adjourned at 3:39 p.m.

**Next regular meeting, 5:00pm PST, Sunday, March 21, 2021. to update SICA-USA fundraising effort, reports from committees. Via Zoom** <https://us02web.zoom.us/s/2064225002>