



Wednesday, July 17, 2019
5:30 pm Regular Meeting
UNM-LA, Building 6, Room 626
Los Alamos, NM

Minutes

1. **Call to Order and Welcome** – Jordan Redmond, Chair called meeting to order at 5:33 pm. He welcomed Suzanne Lynn – New LAMS Principal and appointed representative for LAPS.
2. **Introductions** – All in Attendance-see BOD sign-in sheet.
3. **Approval of Today's Agenda** - Motion to approve the agenda was made by Alicia Justus, seconded by Morrie Pongratz and passed unanimously.
4. **Review/Approval of Previous Meeting Minutes** – June Minutes were emailed and approved unanimously. Motion made by Gillian Sutton and seconded by Morrie Pongratz.
5. **Executive Director Report** - Report by Lisa Zuhn has been emailed. Additional comment was made that while the month of July is usually slow, this July has been very busy. Also, the Board will be moving to a shared Drop Box folder to access documents instead of emailing each month.
6. **Center for Nonprofit Excellence – Legally Required Practices Exercise**
Executive Director Lisa Zuhn led the group in an exercise on Board practices and accountability. The exercise was presented at the Los Alamos Community Foundation session held on Board Development by the Center for Non-Profit Excellence. The exercise consisted of items for Board members to check on the legally required practices of the organization.
 - a. Members completed the sheets and then discussed the answers to each question.
 - b. It was agreed upon that the organization in the category of Board Development is overall in “good shape”.
 - c. Discussed good path moving forward regarding conflict of interest as all Board members represent another community organization.
 - d. Excess benefit transactions was explained as transactions being decided upon by a member being related to unreasonable benefit to that Board member.
 - e. Conflict of interest policy is being revised and will be released soon.
 - f. A confidentiality statement only needs to be signed once but a conflict of interest statement is every year.
 - g. Discussed we don't do a lot of advocacy, we will look at this in the marketing and fundraising committee.
 - h. Non-profits cannot lobby but we can educate the public on timely and important topics in the legislature

- i. A question arose about Board training for finances and fundraising, also about which reports are helpful on how money is spent.
- 7. **Program Presentations:**
 - a. Youth Mental Health First Aid (YMHFA) – Andrea Cunningham
Next class July 30, 2019.
 - b. Restorative Justice Program – Lisa Zuhn,
Positive and most effective program, it is time and labor intensive on the front end and resource expensive. Community input is really important for success.
 - c. Resource Specialist Program (RS) – Christine Martinez
- 8. **Announcements**-Lisa Zuhn will email announcements made regarding upcoming partner events.
- 9. **Next Meeting** – No Meeting in August
Next meeting is Wednesday, September 18, 2019
- 10. **Adjourn** - time not noted

BOD Approved 09/18/2019

Jordan Redmond, Board Chair