

OBS Board Meeting Minutes

November 21, 2023

Board members in attendance: Alnisa Allgood, Liz Dannenbaum, Bill Patek, Sandra Statz, Julie Bernauer, Laura Peterson, Bethany Ordaz, Laurel Neverdahl, Maurice Sheppard, Juscha Robinson, Susan Goodwin, Philip Bradbury, Moira Harrington, Betty Chewning,

Advisory board members in attendance: JT Covelli

Staff in attendance: Tanya Zastrow, Amanda Sherer, Joe Vande Slunt, Samantha Peckham, Jennifer Delaney, Jake Immel

Board members absent: Renee Boyce, Matt Cornwell, Eric Knepp, Julie Rupert, Barb Tensfeldt

1. Call to order at 4:00 by Alnisa Allgood, second by Bill Patek; *voted and approved*
2. Approval of the Oct. 17, 2023 Minutes
 - a. Clarification that Nov. and Dec. 2023 meetings are in person, Amanda will correct
 - b. Motion to approve by Laura Peterson, seconded by Liz Dannenbaum; *voted and approved*
3. Announcement by Joe Vande Slunt for need of drivers for plant deliveries for donors
 - a. Date needed: Sat. 12/2
 - b. Please contact Joe or Jake to sign up
4. New staff introductions by Jennifer Delaney and Samantha Peckham
5. Jack Bolz Resolution – read by Joe Vande Slunt
 - a. Motion to approve by Juscha Robinson, second by Susan Goodwin; *voted and approved*
6. Bequests – read by Joe Vande Slunt
 - a. Motion to approve by Sandra Statz, second by Bethany Ordaz; *voted and approved*
7. Committee Reports
 - a. Governance Committee presented by Sandra Statz
 - i. Liz Dannenbaum and Juscha Robinson discussed meet-and-greet with top 5 candidates
 1. Comment by Liz Dannenbaum that although candidates are varied and bring valuable experience, there is a lack of racial diversity in all candidates – suggestion to establish priority to investigate ways to expand diversity in candidate pool
 2. Suggestion by Juscha Robinson to move forward with these 5 candidates, will present candidate information at next board meeting
 3. Tanya Zastrow commented that other 6 candidates that were not interviewed will be pursued for Committee involvement
 - b. HR Committee presented by Liz Dannenbaum
 - i. Executive Committee requested legal review, final version will be presented to Board members to be approved at Dec. board meeting (Legal advisor will connect virtually to meeting to discuss)
 - c. Development Committee presented by Susan Goodwin

- i. Working on expanding corporate support and OBS Development staff
 - ii. Comment by Alnisa Algood that current focus for a lot of funding is children/youth – determining how to use that to our advantage when pursuing funding
 - d. Finance Committee presented by Laura Peterson
 - i. Noted condensed financial reports to be better suited for Liz Parker’s use and upcoming new software
 - ii. Budget will be presented for approval at Dec. Board meeting
 - iii. Reviewed 990s and Baker Tilly proposal
 - iv. Tanya Zastrow shared City updates:
 - 1. Sam Malone (City employee) will increase to FTE in 2024
 - 2. Capital Budget was passed
 - 3. Room tax amount increased
- 8. Financial Report presented by Laura Peterson
 - a. Notable budget comments
 - i. GLEAM revenue was over budget
 - ii. Gift shop revenue and expenses were under budget – noted recent staffing changes
 - iii. Recent increase in membership expenses - noted recent end of year mailings
 - iv. September revenue was over budget
 - v. YTD revenue is over budget – noted combo of higher revenue and lower expenses
 - b. Cash flow report: noted that last quarter of the year is always strongest for cash flow
 - c. Director’s Strategic Report: no changes
 - d. Comment to make notes in financial reports regarding seasonal effects on the budget
- 9. New business
- 10. Announcements
 - a. Confirmation of 2024 board calendar will be sent to members
 - b. Noted Dec. board meeting will be 90 minutes
- 11. Adjourned
 - a. Motion to adjourn by Sandra Statz, seconded by Susan Goodwin; *voted and approved*
 - b. Adjourned at 4:53 pm

ACTION ITEMS

Date Added	Item	Assigned to	Status Update
11/21/23	Confirm 2024 Board calendar and send to board members	Tanya and Amanda	
11/21/23	Contact Joe or Jake to sign up for plant deliveries	All members	