

MINUTES OF THE  
BOARD OF DIRECTORS OF THE  
MICHIGAN YOUTH EDUCATION FUND  
(A Michigan Non-Profit Corporation)

1. CALL TO ORDER

The directors of the corporation named above, constituting the Board of Directors of this corporation, held a meeting at the time, on the day, and at the place set forth as follows:

Date: June 17, 2020

Time: 1:01 pm

Place: Videoconference

2. DIRECTORS PRESENT

The following directors, constituting a quorum of the Board, were present at the meeting:

Present: Madeleine Samuels, Lauren Moine, Aidan Parrott, Joel Pagel, Marjorie Marks, Austin Marsman, Eric Siegrist (Ex-Officio).

Absent: Kyle Biel (Voting by Proxy)

3. APPROVAL OF AGENDA

*The agenda was approved as presented.*

4. READING OF MINUTES

The Meeting Minutes of the first board of directors meeting were read.

5. REPORTS FROM OFFICERS

a. President's Report

i. Donor Outreach and Retention Plan

1. Moved under President's Report to discuss this in a timely fashion.
2. All board members should donate.
3. Corporate connections important.
4. Improve storytelling.
5. Personalized thank yous and letters to donors.

ii. Introduction to Board Governance and Welcome.

b. Vice- President's Report

i. Board Contracts

1. Contracts will be sent out after meeting and outline the general roles and responsibilities of board members.

c. Secretary's Report

- i. Please fill out the contact sheet in the shared google drive.

- d. Treasurer's Report
  - i. Yielded to Eric Siegrist for report
  - ii. PNC bank account opened.
  - iii. Quickbooks acquired.
  - iv. Total Funds: \$813.04
  - v. Expenditures will hit the account soon due to startup expenses.
  - vi. Budget coming soon.
- e. Executive Director's Report
  - i. Fundraiser
    - 1. Total raised: \$313.04 out of \$2,500 goal. Ok start, the donation is a hard ask on social media.
  - ii. Social Media and Public Relations Plan
    - 1. Quentin Zapata was not able to be present.
    - 2. Social media presence overall is good and performance of the Director is good.
  - iii. Programs
    - 1. Grants:
      - a. Remove fixed \$500 limit
      - b. Allow organizations to request a certain amount not to exceed \$750.
      - c. Edit application.
      - d. Distribute funds through our partners.
    - 2. Scholarships:
      - a. Possibly postpone scholarship program to help as many students with the grant program.
    - 3. Awards:
      - a. Work on annual awards program to roll out next year January/February.
      - b. Free publicity.
  - iv. Operations
    - 1. GSuite set up at no cost, PO Box acquired, Company email set up, Phone line set up, and operations good.

## 6. NEW BUSINESS

- a. Appointment of new directors
  - i. Joel Pagel
  - ii. Marjorie Marks
  - iii. Austin Marsman
- b. Approval of Non-discrimination and Anti-Harassment Policies

- i. Upon motion made, seconded, and unanimously carried, the resolution passed.
- ii. Exhibit A
- c. c. Approval of Donor and eDonor Bill of Rights
  - i. Upon motion made, seconded, and unanimously carried, the resolution passed.
  - ii. Exhibit B
- d. d. Approval of Board Members and Terms Bylaws Amendment
  - i. Upon motion made, seconded, and unanimously carried, the amendment passed.
  - ii. Exhibit C

7. OLD BUSINESS

- a. No old business

8. COMMENTS/ANNOUNCEMENTS

- a. Please fill out contact form

9. ADJOURNMENT

- a. There was no further business, and upon motion made, seconded, and unanimously carried, it was;

RESOLVED, that all the items and documents have been examined by all directors, and are approved and adopted, and that all actions taken thus far have been ratified and approved by the directors of the corporation.

There being no further business, upon motion made and carried, the meeting was adjourned.

Date: June 17, 2020

Time: 2:41 pm (100 Minutes)

Secretary


DocuSigned by:  
  
 7D4CF236C049499...

Aidan Parrott

Signature

Name

Witness:

DocuSigned by:  
  
 4D04023B01E34C2

Madeleine Samuels

Signature

Name

DocuSigned by:  
*Lauren Moine*  
2E3F268E091E4DD...

Signature

Lauren Moine

Name

DocuSigned by:  
*Joel Pagel*  
05FAF765FBF04D6...

Signature

Joel Pagel

Name

DocuSigned by:  
*Marjorie Marks*  
AED20DECF8E84B7...

Signature

Marjorie Marks

Name

DocuSigned by:  
*Austin Marsman*  
0CB4A129DB5E4D4...

Signature

Austin Marsman

Name

DocuSigned by:  
*Eric Siegrist*  
D942EADCF6149B...

Signature

Eric Siegrist

Name