

***Board of Directors Meeting***

***MINUTES***

**Tuesday, February 8, 2022**

**6:30 – 8:00 pm**

**Zoom Virtual Meeting**

**Our mission is to promote voluntarism, develop the potential of women, and improve communities through the effective leadership and action of trained volunteers.**

**BOD members in attendance:** Christina Jackson, Kimberly Burke, Shelia Minetola, Julia Felton, Sue Webb-Dickson, Emily Kiggins, Michelle Parikh; Elizabeth Butler

1. **Call to order at 6:31 p.m.**
2. **Finance Council**
   1. Designers’ Show House Presentation - DSH Chairs, Dianne Bostic Robinson, Shelia Minetola, Gaby Boddy, Janiece Gage
      1. The 2022 DSH chairs joined to announce the location of the next Show House: the John E. King house at 2022 Washington Road in Grosse Pointe City.
      2. Timeline:
         1. Designer Walk Through: March 25
         2. Sneak-A-Peek: July 9-10
         3. Undecorated Party: July 16
         4. Gala: September 17
         5. Show House Open: September 18 @ 12:00 Noon to October 2
         6. Designers’ Sale: October 3
      3. Steering Committee working principles: fun, sisterhood, cooperation, and respect
      4. Pending actions: lease agreement and shopping agreement for potential documentary film series
         1. Christina shared that she hopes to have the signed shopping agreement back from AJLI in the coming days so it can be sent to the producers legal team.
3. **Approval of January 2022 BOD Meeting Minutes**
   1. Shelia Minetola motioned to approve; Kimberly Burke seconded; motion carried.
4. **AJLI Mission Statement Update**
   1. “The Mission of the Junior League of [Anywhere] is to mutually build the power of women’s leadership and meaningful community impact through effective volunteer action, collaboration, and education.”
   2. Christina will be included in the eblast over the next few weeks.
5. **War Memorial Lease Update**
   1. Christina shared that we signed the 2021-2022 lease agreement, ending June 30, 2022. Some terms were updated:
      1. We had 6 free rooms to rent; that is now included in the agreement.
      2. The War Memorial has requested the contact information for all BOD members in case of emergency contact.
      3. It is no longer permissible for JLD members to drink or serve alcohol within our office. If an event needs to be held at the office, War Memorial staff will need to be hired to come serve.
6. **Planning Council**
   1. Collective Impact Process Motion
      1. The BOD was planning to vote on a motion to approve moving forward with signing up for the Collective Impact Process through AJLI, but Kimberly needs to follow up with Shenna Boyd on an outstanding question from Liz Butler re: protecting private member information.
         1. Kimberly will connect with Shenna and share a follow-up motion via email approval.
      2. The Nominating and Placement Committee has decided not to slate the Strategic Planning Committee for next year until after JLD would potentially apply for (and be accepted) into the program, as members of Strategic Planning would most likely lead the Collective Impact Process work.
   2. Strategic Planning – Review small group questions
      1. Kimberly compiled/streamlined the draft questions for the Small Group Meetings; if anyone has comments or edits, please send them to Kimberly by the end of the week.
      2. Michelle said all notes should be summarized by the April BOD meeting so they can then be shared at the April GMM and so Shelia can work them into DSH expectations.
   3. Bylaws update
      1. Kimberly shared an update to bylaws language: with regards to the bylaws about contracts and letters of agreement, the President *and* the Secretary or Treasurer, will have the authority to sign before they are shared with the JLD attorney.
      2. The BOD discussed how the language in the bylaws and the standing rules are not aligned and open to interpretation.
      3. The BOD discussed a need for the BOD to be more aware of contracts and agreements prior to their signing, but done without the need to make comments/edits unless in dire need.
         1. A possible way of doing this would be a 24 hour “notification” period where all BOD members are asked to review contracts before final signature for awareness, not for consent to sign.
7. **Membership Council**
   1. N&P – Committee Changes
      1. The following motion was presented:

Motion to Approve Changes to JLD Committee Structure for 2022-23 League Year:

Motion: I, Kayla Roney Smith, Nominating and Placement Committee Chair, move upon the recommendation of the Nominating and Placement Committee that the Junior League of Detroit Board of Directors approve the following changes to the League's committee structure for the 2022-23 League year:

* Merge Volunteer Opportunities Committee into Community Impact
* Shift Recruitment and Mentorship Committees into subcommittees under the Membership Engagement Committee. Membership Engagement will have an A Chair and two B Chairs, with each B Chair leading a subcommittee.

Rationale: These changes will improve operational efficiency and improve the connectedness of various League efforts, leading to increased member engagement.

The BOD discussed and agreed these are a good update to help fit the League we have. The BOD also discussed the bylaws and standing rules and what allowances the BOD has to update committee structures. Elizabeth Buter seconded; all approved; motion carried.

* 1. Provisional Project Discussion
     1. Julia shared that last year’s Brilliant Detroit Provisional project (virtual option) that involved stuffing backpacks and reading the books to kids over Zoom was a huge hit and something they would like to replicate this year.
        1. Shelia suggested that Hilary connect with Megan from the Community Impact committee, as she is our point person for the new Brilliant Detroit partnership with the JLD.
     2. Ederique Goudia runs a food give-away at her church every Friday and needs volunteer help. This could also be an in-person Provisional project.
     3. Emily asked that the Provisional chairs be asked to take pictures and share details of what the projects are/how they are going so they can be communicated with the League to show work in action.

1. **Community Council**
   1. Brilliant Detroit & AFG Update
      1. Shelia shared that a presentation is coming shortly about Brilliant Detroit that will soon be shared with the BOD and there are forthcoming volunteer opportunities on the horizon.
      2. Shelia shared that the Alternatives for Girls nursery will most likely not open in March.
2. **February GMM** 
   1. Sustainer Presentation
      1. Make it, Bake it, Sew it, Grow it – Dana Zolynsky
      2. JLD Poison Control Project – Susie Decker
   2. Brilliant Detroit and AFG Update
   3. 2022-23 BOD vote
   4. Placement Fair – Council Directors to present their committees
   5. DSH Announcement (if contract is signed)
3. **Upcoming Meetings**
   1. GMM – Wednesday, February 16th
   2. BOD – Tuesday, March 8th
   3. BOD – Tuesday, April 12th
   4. GMM – Wednesday, April 20th
4. **Open Discussion**
   1. Elizabeth shared a quick finance council update:
      1. Our tax penalty was waived and our taxes for this year have been filed on-time.
      2. The JLD needs more money and Elizabeth and Michelle will be presenting budget concerns at the March meeting.
5. **Adjourn for Executive Session 8:11 pm**
6. **BOD Motions Voted on via Email**
   1. Two BOD motions were voted on via email after the February 2022 meeting:
      1. **Collective Impact Initiative - Thursday, February 10, 2022**

MOTION: I, Sheena Boyd, Chair of Diversity, Equity & Inclusion Committee, move for approval for the Junior League of Detroit to apply for the Collective Impact Initiative with the application deadline on March 11th, 2022.

RATIONALE: The Collective Impact Initiative is designed to elevate us as a League on a grander stage, making us more marketable, fundable, collaborative, and intentional. The skills we would develop as a League would include Operational Planning, Change Management, Advancing DEI and Event Development.

The motion was approved via email vote.

* + 1. **2022 Designers’ Show House Shopping Agreement Approval** - Monday, February 14, 2022

MOTION: We, Dianne Bostic Robinson, Gabriela Boddy, Shelia Minetola, and Janiece Gage, Junior League of Detroit 2022 Designers' Show House Chairs move for the Board of the Junior League of Detroit to approve the Designers' Show House Shopping Agreement to allow the producer to pitch the idea for an 8 part makeover show featuring the Show House to potential interested networks and for the following individuals to have review rights on any materials that would be aired or presented to the public: the President, President Elect, Communications Director, Treasurer, AJLI, and anyone else the Board appoints as necessary.

RATIONALE: The Designers' Show House Shopping Agreement authorizes the producer to pitch to networks the idea of a TV show following the Junior League of Detroit's 2022 Designers' Show House process and execution. This contract must be approved to allow the producer to pitch the idea. If a network wants the TV show, a subsequent contract will follow for review by the Junior League of Detroit. By starting this process, the Junior League of Detroit will see if a network is interested and if it will offer terms acceptable to the Junior League of Detroit and AJLI to promote the ideals and missions of both entities.

The motion was approved via email vote.