

Glacial Lakes Multicultural Center

Board of Directors meeting
Tuesday November 30, 2021

Present: Rich Thomas, Don Barse, Cheryl Rondeau-Basset, Robert Albeitar, Maria Nei, Jen Dahle, Brenda Handel-Johnson, Gerardo Hernandez

Guests: Jim Schroll, Liliana Camberos

Recording Secretary: Yesika Munoz

Call to order

Rich called the meeting to order at 5:38 pm.

Opening Reflection

Jen led the opening reflection.

Annual Board meeting

Responsibilities of Board members

Rich described the board responsibilities and the duty to come up with the mission. The duty of the Director and Assistant Director is to carry out the mission and/or let board members know what is needed to carry out the mission. Each board member has a special talent to share with the board. Board members are expected to donate time and leadership in events.

Darlene shared a statement from Non-Profit National Counsel.

Election of members

S. Teresa Ann served as a board member since she was not a paid employee. Jim, the new director will not serve as board member, but is expected to attend meetings.

- Roberto and Gerardo will renew their 3-year terms.
- Liliana will do a 1-year term, after the year we can review if she would like to take over a 3-year term.

Rich called a motion to elect Roberto, Gerardo, and Liliana. Jen moved the motion and Brenda seconded it; all in favor.

Election of officers

Officer seats will remain as follows:

President: Richard Thomas

Vice President: Don Barse

Secretary/Treasurer: Cheryl Rondeau-Basset

Rich called a motion to re-elect the three officers for a 1-year term. Brenda moved the motion and Maria seconded it; all in favor.

November Board meeting

Approval of minutes

The minutes from the October meeting were approved by the group. Jen moved the motion for approval and Rich seconded it; all in favor.

Financials

Darlene went over the financials with the group, Income Statements and Balance sheets for October.

October total income: \$1,255.37

Total expenses for October: \$8,202.23

Net Income for October: \$6,946.86 - (loss)

Cheryl moved and Don Seconded to approve the financial report.

2022 Budget

This item was moved to the December meeting.

Old Business

Executive Director update

Jim Shroll's first day as the new director will be Wednesday December 1st. Jim will set up a time to meet with Sister Teresa Ann to visit about the work she did at the GLMC.

Giving Day

Giving Tuesday took place Tuesday November 30th, it is an event organized by the South Dakota Community Foundation.

Brenda explained the purpose of the event and how the campaign works. Some of the things we have done during the event are:

- Our Giving Tuesday's campaign this year is "Connecting our CommUNITY".
- Our goal is to raise \$5,000 to fund operating expenses.
- We have a giving tree set up where families can come and sign up for Christmas needs/wants. Last day for families to sign up will be December 10th. Gift pick up will be December 20-23rd.
- People are welcome to come and pick up a tag to shop for a child/family. Gifts are to be turned in by December 17th.
- Empanadas were given away to donors during the event.
- A donation from 100% of board members gives us a chance to win \$1500.
- Brenda was interviewed by Lori Walsh from SDPB.
- An interview with KXLG is planned for the second week in December.
- We've made numerous posts on our Facebook page in support of the work done at the GLMC with the purpose of attracting donations.

Online giving platform

Brenda talked about the different online donating platforms that she has been looking into. These are the top two choices as of now.

- **Mobile Cause** costs \$4000 with no transaction fees. This platform offers numerous features that would be helpful for us.
- **Vanco** is very affordable about \$120/year but does not offer many features other than taking payments. it also has a transaction fee of 1.78%

Brenda will send links out for these two platforms please take some time to look over the different features offered by each one. We should have one in place by January.

All members please look over these platforms and send your feedback to Jim, he will have a recommendation for us by the December meeting.

DOJ Accreditation

Brenda and Yesika talked about how the process for DOJ accreditation is progressing. They had a meeting with Sr. Janet in Sioux Falls, who is already accredited by the DOJ. Sr. Janet highly recommends that we become an affiliate of Catholic Legal Immigration Network (CLINIC). Some of the benefits we would have by joining are:

- A supervising attorney in addition to Mr. Kasaby from Omaha.
- Discounted price to attend the trainings and annual conference that CLINIC offers.
- Guidance and review of our DOJ accreditation application.
- Expedited processing of our DOJ accreditation application.

The board agreed that it is beneficial to become a member of CLINIC, The membership as a non-Catholic agency costs \$1500. We will pay for the CLINIC membership with the Friedman Scholarship fund that we have reserved for employee trainings.

Brenda is working on a grant through the Watertown Area Community Foundation, to pay for immigration legal resources that we will need to purchase as part of our DOJ accreditation.

New Business

ID Policy for Dental appointments

Yesika explained that we've had a few situations where some clients have attempted to participate in the dental program more than once. To avoid this and give new clients a chance to participate, she will begin asking clients for some type of identification when they sign up for the dental program.

Authorized signer to bank account

Rich called a motion to add James J. Shroll; the new director to our bank account at Reliabank. Motion was moved by Cheryl Rondeau-Basset and seconded by Don Barse; all in favor. The board also set a limit of \$1,000 on purchases that the Director and/or Assistant Director can make without board approval any expense above \$1,000 will need approval from the board.

ESL classes

The group continued the discussion about charging for ESL classes. Some members have mixed feelings about charging for this service since it has always been free. Others feel that clients would feel more committed to attend classes if they are paying for them.

- For now, the board came to the agreement that we will charge each student \$30 for classes including the book fee, thus each time they start a new book a new \$30 fee will apply. In addition, no client will be turned away from joining class if they are unable to pay the \$30.

Yesika continues to teach an in-person class in Estelline however the funds from the offsite ESL classes have depleted.

- Rich called a motion to pay for Estelline classes out of the GLMC funds until we find a grant that can pay for them.

Las Posadas

Brenda has been organizing Las posadas as a collaborative event between GLMC students and Grace Lutheran Church. Las Posadas commemorates the journey that Mary and Joseph made from Nazareth to Bethlehem in search of a haven where Mary could give birth to baby Jesus.

- There will be singing, a pinata, hot chocolate, atole and empanadas. The date is set to December 19th from 1:00-3:00 PM at Grace Lutheran Church.

Motion to adjourn meeting was moved by Don Barse and seconded by Jen Dahle; all in favor.

Next meeting: December 28th, 2021, at 5:30 PM.

- **Jim will lead the opening reflection.**