

Minutes from the 11/23 CCPA Board Meeting

Motion 1: Moved by Steven Berkson; Seconded by Ed Kashin

Motion to appoint 2-3 people to develop proposals for a CCPA Board counsel of record.

-- Unanimous Approval

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Motion 2 relating to Motion 1: Moved by Steven Berkson; Seconded by Ed Kashin

Motion to authorize the Chair to appoint the 2-3 people and anyone interested in participating should email the Chair to express their interest. (people can email info@wowhall.org or contact David Zupan directly).

-- Unanimous Approval

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Motion 3: Moved by Steven Berkson; Seconded by Ed Kashin

Motion to appoint 2-3 people, selected by the Chair, to develop proposals/options for Board training; the purpose of which is to educate the Board on typical board procedures, and the laws surrounding being on the board of a non-profit 501(c)3. Anyone interested in participating should contact the Chair (people can email info@wowhall.org or contact David Zupan directly).

-- Unanimous Approval

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Motion 4: Moved by Steven Berkson; Seconded by Ed Kashin

-- Motion to establish a separate account with a domain registrar, at a cost of approximately \$20/year, and transfer the domain names wowhall.org <<http://wowhall.org>> and wowhall.com <<http://wowhall.com>> from James Bateman to the account held by the CCPA, and to appoint someone to get a complete backup of the website (source code, database, login information) and return with a plan for future website hosting and updating.

-- Unanimous Approval

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Motion 5: Moved by Steven Berkson; Seconded by Ed Kashin

-- Motion to have the same person that handles the securing of the domain name and website from the previous motion, also:

1) Collect and report to the Board, the allocation and use of wowhall.org <<http://wowhall.org>> email addresses.

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Motion 2 relating to Motion 1: Moved by Steven Berkson; Seconded by Ed Kashin

Motion to authorize the Chair to appoint the 2-3 people and anyone interested in participating should email the Chair to express their interest. (people can email info@wowhall.org or contact David Zupan directly).

-- Unanimous Approval

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-- Unanimous Approval

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Motion 5: Moved by Steven Berkson; Seconded by Ed Kashin

-- Motion to have the same person that handles the securing of the domain name and website from the previous motion, also:

- 1) Collect and report to the Board, the allocation and use of wowhall.org email addresses.
- 2) Secure and backup of existing data such as the member, spreadsheet/database, financial data (QuickBooks?), etc., and
- 3) Secure and backup of all external account login information such as banking, the ZOOM, or our online voting accounts.
- 4) Modernize the Membership Database.

-- Unanimous Approval

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Motion 6: Moved by David Zupan; Seconded by Chico Schwall

Motion to appoint Steven Berkson to handle all of the tasks described in the last two motions regarding the domain name/website and general data security.

-- Unanimous Approval

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Motion 7: Moved by David Zupan; Seconded by Camas Banks

Motion to authorize a board member to gain access to all keys, codes, and the safe combination.

-- Friendly Amendment offered by Steven Berkson

-- Motion to have all Board Officers have access to all keys, alarm codes, and the safe combination, and to retrieve all exterior keys from anyone who does not have a current alarm code and/or who is not regularly authorized to use those keys at this time, and to retrieve any interior keys held by people who are not regularly using those keys during the pandemic to perform a current function.

-- Accepted by David Zupan and Camas Banks, and so the motion is amended.

-- Unanimous Approval

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Motion 8: Moved by Mike Meyer; Seconded by Steven Berkson

(Motion altered when made to make the group an operations group when it was made)

Motion to form a programming workgroup by beginning January 1, 2021 to review and form programming policy. The goal is to get policy ready for when the hall and operations fully or mostly re-open. The group shall be made up of 6-9 members with at least 2 board members and 2 staff members. Among the considerations and structure of the meetings:

- i. Monthly or bi-monthly meetings as needed for a 6 month period to make recommendations to the board.
- ii. Review and create programming policy recommendations.
- iii. Find partners and collaborations in diverse, quality, cost-effective programming.

-- Friendly Amendment: Add the word operations before programming, expanding the purview of the group, and to add appointments to the group to be made by the end of the year.

REVISED MOTION:

Motion to form an operations and programming workgroup by beginning January 1, 2021 to review and form programming policy. The goal is to get policy ready for when the hall and operations fully or mostly re-open. The group shall be made up of 6-9 members with at least 2 board members and 2 staff members. The committee appointments will be made by the end of 2020. Among the considerations and structure of the meetings:

- i. Monthly or bi-monthly meetings as needed for a 6 month period to make recommendations to the board.
- ii. Review and create operations and programming policy recommendations.
- iii. Find partners and collaborations in diverse, quality, cost-effective programming.

-- Motion Tabled until next meeting. All in favor except for Berkson opposed.