

Leadership Team Meeting Minutes

September 13, 2010



Board Attendees: Jerry Dinndorf (P), Steven Paget, Pearl Leung, Dawn Oliver (VP), Lorie Groth (S), Michael Blumson (T)

Other Attendees: Robbie Phillips

Discussion Item: Community Council Annual Filing

- Expires every year on **August 31st**
- Steven explained that previously a law firm was managing the process, but it was too costly for SLUCC to maintain over time.
- Must provide notes/business meeting info from the Annual Meeting, names of new officers,
- We all agreed that we all needed to include a reminder to fill this form out at our Annual Meeting the Government Filing. And also make sure all those important items are included in a SLUCC calendar. There is now an online form for filling this out.
- There is also a 990 IRS form that needs to be filed every 3 years... maybe need to confirm.
- Agreed that we need to have full descriptions for the all the SLUCC officer roles.
- We need to create the full committee lists for who is on what committee. There is a max of 11 people per committee. Must include at least 1 SLUCC director, but no more than 6 SLUCC board members. Term limits are 3 years for Committee members. Chairs of existing committee include:
 - Transportation - Steven
 - Communications – Pearl
 - Elections Sub-Committee – responsible for board terms, expiration dates matrix
 - PPC – Dan Foltz/John Savo
- Agreed that we need to have full descriptions for the all the SLUCC officer roles
- Meeting minutes, letters, and any communications needs to be posted on the Website, which is the responsibility of the Communications Director.
- Dawn says our SLUCC License number with WA State is 602063169, but our name is still SLUFAN.

Votes

- No votes called.

Action Items / Follow-Up

- Send email to all committee Chairs to get list of who is on what committee, how long their term limit is, validate memberships, etc. *(Lorie)*
- Complete process for filing & confirm process to update organization name to SLUCC *(Dawn)*
- Follow-up with request for website Bio's *(Pearl/Dawn)*
- Create recommendation for managing online document storage/website/organizational calendar etc. *(Pearl/Lorie)*
- Write letter for support of Mohai and send to board for review/approval *(Steven)*