

JAM Board Meeting Minutes
8/14/2024 Annual Meeting
In person at the home of board member Craig Sterritt

Attendees: Samantha Davidson Green, Tracy Hutchins, Craig Sterritt, Daniel Maxell-Crosby, Alex Torpey, Jim Zien, Tamara Warashchinski, Sam Kaas

Absent: Joe Major, Sean McIntyre

Others Present: In person meeting, members of public present

Meeting called to order by Tracy at 5:42pm.

Public Comment:

Board members introduced themselves to the JAM supporters and members of the public who were present, and Samantha called for public comment.

One attendee commended Samantha and the JAM Staff for their hard work, and specifically for absorbing WRIF under the JAM organizational structure.

One attendee thanked the staff and board for “tackling social justice in a meaningful way.”

This concluded public comment.

Samantha highlighted the contributions of two JAM team members who are leaving the organization - George Spencer and Charlie Rose - and thanked both for their work.

Samantha then introduced Laura Di Piazza as JAM's new Director of Development.

Strategic Plan:

Samantha presented the completed Three Year Strategic Plan to members of public in attendance. As she shared the major points of the Strategic Plan, she asked audience members to participate by describing what was happening in photos (all taken during JAM programming) that had been distributed ahead of time. Together, she explained, these images - of events like the Rocky Horror Live Show, Sundog Poetry, workshops, and more - “tell the story of a year at JAM.” Samantha invited audience members to take physical copies of the JAM Annual Report.

Minutes:

The Board reviewed the minutes from the June 11, 2024 meeting.

Dan made a motion to approve the minutes; Craig seconded. The minutes were approved.

Committee Reports:

Governance & Recruitment: Samantha and Tracy reported that they have met with some prospective candidates for the board. They also reported that a revised set of bylaws had been completed and was ready to present at this meeting.

Fundraising: Jim reported that “we have had a successful round of interviews” for the Development Director position, and reiterated that Laura Di Piazza has been hired to fill this role. The Finance Committee is looking forward to developing strategies, with Laura, to significantly grow JAM’s donor base over the next few years.

Finance: Dan reported that the Finance Committee is revising the current investment policy statement, and that this will be ready for the board to review at a future meeting. He also noted the organization’s recent switch to an accounting firm that specializes in nonprofits.

Bev Widger at HRXperienced will conduct a benefits survey before next year’s budget is finalized, and this will help guide the new budget cycle with a focus on “improving quality of life for staff.”

Jim suggested a new model for a simplified budget report.

Financial Report:

Samantha provided a brief overview of the current financial report. She reported that JAM was “in a strong place.”

Dan moved to accept the financial report; Alex seconded. The report was accepted.

Bylaws:

Samantha presented the revised JAM bylaws. Changes include an update to the trade name (from CATV to JAM) and updates to reflect the expansion of JAM’s mission in recent years.

Craig made a motion to accept the bylaws, and Jim seconded. The bylaws were accepted.

Board Elections:

Since no board member’s term is up, there was no board election.

Director’s Report:

Samantha delivered the Director’s Report, in which she highlighted the success of JAM’s summer camps, and thanked the staff and volunteers who help run them. Additionally, she noted that Pride Prom was “phenomenal,” that JAM was able to support high school students as they worked to produce a play, and that the organization was producing “48 hours a day” worth of programming. She thanked JAM’s college interns for their work during the summer.

Tamara asked if there were plans to expand the summer camps further. JAM staff member Cedar O’Dowd answered that this may be possible but that “the most important thing is for [the workload] to be sustainable for the adults running it.”

Budget Planning:

Samantha asked if the board believed it would be necessary to convene for an extra meeting in November to approve the 2025 Budget. It was agreed that this likely will not be necessary, but that the Finance Committee will convene in November to make sure the budget is ready for a vote at the December board meeting.

Tracy called for any final comments from the public; there were no additional comments.

The JAM board's next meeting will take place on October 8, 2024 via Zoom

Tamara moved to adjourn the meeting; Jim seconded. The meeting was adjourned at 6:21pm.

Minutes compiled and submitted by Sam Kaas, Board Secretary.

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