

KCDP Executive Committee Meeting

1-14-20

In attendance: Mariah Phelps, Nicky Leigh, Paul Clements, Zac Bauer, Sue Kovats-Bell, Meg Whitener, Bill Reeves, Ken Willcutt

Minutes

- Revision: Under Budget – take out “This is less than Margy’s budget”
- Paul Clements moved to approve the minutes with revision. Second Nicky Leigh. Motion carries.

Report of the Chair

- Zoom format changes: People will only be able to chat with Mariah directly during the meetings in the chat box. There is a feature that provides for people to be muted until someone allows them to speak. She will not use this at the moment, but we have this available.
- Expectations agreement: Mariah is creating an expectations agreement for EC members. Looking for feedback and people can sign at the EC retreat.
- Survey: Mariah had about 36 responses to the survey she sent out.
- Proposed Committee Chair Appointments are as follows:

Communications & Education Chair	Gary Sigman
Membership Chair	Kizzy Bradford
Diversity, Equity, & Inclusion Chair	Doreen Gardner
Candidates & Campaigns Chair	Bill Reeves
Finance & Fundraising Chair	Meg Whitener
Bylaws Chair	Mark Miller
Volunteers Chair	Dawn Matico
Facilities Co-Chairs	Barb Hammon & Betsy Rice
Student Progressives Chair	Peyton Jorgensen
Strategic Planning	Steve Eberth

Rent Negotiations

- Did not happen prior to the first of the year. Nicky and Mariah spoke with landlord.
- Landlord is out of town so our first month will be at the 2020 rate. Negotiations will take place in February. Mariah is going to work toward a goal of \$1250 or lower.
- Landlord did not seem to be upset that we are not committing to purchase the building.

- What will we be communicating to the CC about the building? The last CC approved the budget that included the 2020 rent rate. Should this be brought up, we can communicate that we are going to negotiate at this point.

Office Hours

- Mariah will have in person office hours on Thursdays 4-6 p.m. and virtual office hours on Monday 1-3 p.m.

2nd Vice Chair report – Ken Willcutt

- Glad to be serving on the Executive Committee.

Treasurer

- We finished 2020 with \$32,785.61 balance in our accounts.
- Income is definitely down since the election. This is to be expected. Mariah is continuing to send out membership letters which will bring in some money. Can think about doing some virtual fundraisers.

Chair Contract

- Changes proposed: change “audit” to financial review. Change “officers and trustees” to “officers” as trustees are elected officers. Add an “s” to the term bank account.
- Wendy Flora moved to recommend the proposed contract with above revisions to the County Committee. Second Paul Clements. Motion carries.

Financial Review

- A review was not conducted last year so this does need to be conducted. Mariah would like that as soon as possible.
- One issue last year was that not all the EC had kzoodems email addresses. Everyone will be given an email so this should not be an issue this year. You must have a kzoodems email address to have access to the appropriate documents.
- Once the trustees are given the email addresses, they will set a date to review the finances.

By-laws

- There has been interest in revisiting some of the by-laws. There will be a by-law review once a Committee Chair has been named.

Old Business

- New member welcome packet
- A new member packet was shared and Mariah asked that we review it and send feedback to Mariah.
- Mariah needs some help with the “House Rules” portion. This is a newer section.

- Membership Committee – Meg Whitener asked if we could change the name of the committee to Welcoming and membership Committee? The packet can be overwhelming as is attending your first meeting.

New Business

- Spring County Convention February 6 at 10 a.m. as mandated by the MDP. Mariah will send out the Call to Convention and rules. We will need a credentialing committee. MDP said they should have a new process for confirming members and credentialing so we may not need this committee by the Feb. 6 convention.
- Redistricting – In another meeting that Ken Willcutt was in, there was discussion about Calhoun and Kalamazoo Counties partnering about how the redistricting would be done in their respective counties. It would be a good idea for our non-elected representative to the redistricting committee, Mariah, would meet with the neighboring county committee chairs.

Announcements

- We do not have a Corresponding Secretary. PJ Newlund will be nominated by Mariah next week.
- Retreat – January 30