

# Minutes: BAC Quarterly Board Meeting

**Date:** 7-17-2025

**Meeting start time:** 5:30 (meeting held via Zoom)m

**Present:** Angie Marianthi, President; Shanell Rodriguez, Vice President; Pogo Saito, Member; Lizzy Camacho; Secretary; Sherri Potter, Treasurer; Susan Park, Secretary; Gretchen Huettig,

**Not Present:** Taryn Yates, Member, DaLyn Greer, BAC Employee

- **Call to Order**
  - Attendance
  - Agenda Preview
- **Approval of Last Minutes:** [April 3, 2025 Meeting Minutes](#)
  - Motion to approve April 3, 2025 meeting minutes by Pogo, seconded by Lizzie.
  - The motion passed unanimously.
- **Board Members**
  - Discussion of Susan moving into Secretary role. Susan told the group that Lizzie's organization and work on creating some new documents made the transition so easy. Lizzie created a
  - Angie mentioned linking the [board member schedule / rotation](#) into the agenda template
  - Discussion about where these documents are and should be housed.
- **Budget / Financial Recap**
  - About 8 k off target, but there are some good reasons for that.
    - New employee getting up to speed
    - Budget included previous employee working year round, but she left early so that income didn't come in
    - Nampa shifts are covered by seasoned punks whose shifts in Boise would likely fill up.
    - Costs involved in setting Nampa clinic up
  - Sherri - no need for alarm. It should catch up with itself before end of the year.
  - Discussion about work to be done to manage financials for the two different locations. Gretchen and DaLyn are working on it. Sherri offered to help.
- **Employees**
  - Two new employees.

- Katie Frame began in May, working two shifts per week. She'll have 3-month review in August. Has been going very smoothly. Very reliable. Shows up and wants to be part of the clinic. Doesn't have any module work (yet).
- Mara started more recently. She just jumped in - taking on some module work as well like other full-timers. She's going to do some social media and marketing. She's a writer, might be able to do some grant writing too.
- Shanell asked for ideas on the possibility of a neutral, outside HR-type person to be available to employees who might need outside support.
  - Sherri has a good resource for HR person - she's an HR lawyer who started her own company. About \$700 a quarter. And she has other people on staff who are good. Her name is Sharon. She will also do a yearly handbook review.



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- - Tell Sharon Sherri Potter sent you
  - She also mentioned Bamboo HR that is pretty reasonable. Based on per employee.
- Working on updating employee manual.
- Still discussing the a Coop member option.
- Update on front-desk people - Natalia is gone, some temp people are helping out. Diane interviewed a possible new part-time person
- Discussion on how to remove employees from the drive / emails after they leave.
  - General discussion about ownership of Google docs and how to transfer that when people leave (including Google Teams and labels on contacts)
- Shanell suggested that the EE liaison is the person who is responsible for forwarding any board things (like meetings, agendas, etc.)
- **DECISION:** The board emails the board. The EE liaison emails the EEs.
- **Fundraising / Grants**
  - **ACTION ITEM:** Susan / Lizzie will meet to discuss grants!
  - EEs haven't met since Idaho Gives so they'll give the financial report on that report next time.
- **Idaho Gives**
  - Staff had retreat right before Idaho Gives, so they got all the work done ahead of time.
  - BAC surprised the goal! .

- Volunteer / Board matching funds was very successful. We also got some matching from “GibGab.” **[IS THIS RIGHT?]**
- No personal fundraising pages this year, but tried to decentralize it. Streamline it a bit - thinks it went all right.
- Community Partners was awesome! They include Charlie’ (Lizzie’s partner) business, Pogo, the person who does Reiki, Campfire Music Collective.
  - We’ll know whether this had any impact next year. (Charlie) was. Pogo was. Reiki person was. Campfire. Lizzie asked about this b/c it was something new ... did it have any impact? Shanell says its hard to know ... we’ll know next year.
- Messaging was good.
- Pogo suggested providing some feedback about the event: the live music prevented interaction and dialogue, one non-profit had more visibility (from the stage) than others, and the other nonprofits weren’t visible and kind of got lost.
- Shanell - part of that was due to Lost Grove not getting permits on time. And this wasn’t an Idaho Gives event.
  - We did get some new patients.
  - We don’t have to do it - to consider for next year.
- **Community and Partnerships**
  - Programs ([CGHH](#), [Avery’s House](#), etc.)
    - These two are going steady. Working on a feedback survey to learn how BAC serves the community - to send out to those two partners.
    - Stacy working on outreach potential in Nampa to spread the word
  - Beyond BAC (Legislation, POCA, etc.)
    - N/A
  - Events
    - Still doing Reiki & Sound Bath
    - Planning an Acu-Nidra event w/ Upward Inertia (org that works to bring mindfulness and yoga to folks in prisons) - first Sat in August
    - All special events are in the news letter. Nothing more specific planned.
- **Set Next Meeting Dates**
  - **October 23 at Angie’s**
  - **January 15 (location TBD)**
- **Adjourn**
  - Meeting adjourned at 6:56 pm
  - Secretary and meeting minute taker: Susan Park
  - **Minutes approved on DATE**

## Summary of Action Items

- **Who / Action Item / By When**