

BAC Board Meeting - Jan. 18, 2020

Meeting began at 5 p.m.

In Attendance: President - Angie Mariathi, Sara Gourley, Paula Flacker, Dan Stewart, Secretary Shanell Rodriguez, Jo Burgoon, Diane Lazano, Linda Valentine, VP- Stacey Kelsey, Gretchen Huettig, Mara Bateman, Dalyn Greer, Treasurer- Sherri Potter, Lori Peterson

Shanell makes a motion to approve last BOD meeting notes, motion seconded by Sherri, motion unanimously passed.

Review of sociocratic processes

Reading of BAC mission, vision and why statements

Overview of BOD responsibilities

Stacey makes a motion to approve new BOD members, motion seconded by Dalyn, motion unanimously passed.

Old Business

2019 Recap

- Financial review and numbers report
 - Two new punks, made 51k more than 2018, expenses did go up by 50k. Net income 24k for the year, saw a total of 14,700 patients. 14k new patients. Open 342 days out of the year. 780 shifts. A lot of change but a very good year.
 - December 2019, had largely positive numbers but a negative 6k number. There were a couple of very large expenses. 1. Purchased t-shirts for resale. 2. The 8th full time employee came on and two part-time employees. 3. A lot of vacation was taken. Typical month is 70 shifts. In December 2019 there were 63 shifts. Plus overall patient average per shift dropped. There was a special that also impacted treatment:
 - All yr avg patient was \$19 per treatment. It dipped down to \$17 per treatment during December 2019.

New Business

- 2020 Employee Handbook/Policy Manual Approval
 - Basic outline of what everyone who works at BAC does, operations. The idea is that if you read it, you could work at BAC. Board members are encouraged to read through it and provide feedback. This is a living document. (Board approval isn't needed for this document.)
- 2020 Budget Approval
 - There is now money for CEUs: \$240 per person per year. Have to turn your receipts in for it to be a CEU. Use it or lose it.
 - Liberation Acupuncture = outreach, partnerships.

- The net income at the end of the year goes into a bank account, right now there is approx. \$80k.
- BAC tries to keep three months of operating expenses in bank account
- Paula made a motion to approve the 2020 Budget. Shannel seconded the motion. Motion passed unanimously.

- 2020 Marketing Plan Approval
 - Linda made a motion to pass the 2020 Marketing Plan, Dan seconded the motion. The motion passed unanimously.

- Building Updates / Discussion
 - Back to looking. Focus more efforts on fundraising. With more money, it gives BAC more bargaining power going into a negotiation when there is a building.

- 2020 Capital Campaign Update / Discussion

Next meeting: Saturday, April 4 at 5 p.m. at Technique

Tentative summer: Thursday, July 30 at 5:30 p.m. is the proposed meeting time

Meeting adjourned at 6:50 p.m.

Secretary and meeting minutes taker: Shanell Rodriguez and Sara Gourley