Seat Pleasant Community Campus Partnership for Health
Board Meeting Minutes
October 8, 2013

Attendees: Jeannine Bulbulia, Curtis Butler, Ladd Colston, Sharon Desmond, Chikezie Maduka, Anne White


Meeting called at 6:15pm

1. By-Laws
   a. Attending members reviewed and discussed the by-laws provided by Sharon Desmond. Upon editing, Sharon found a great template from Minnesota nonprofits and was opened to putting the “old” by-laws in this format. Members discussed the difference between voting members and non-voting members and whether members needed to be nominated by the Mayor or the Dean of the School of Public Health. Sharon will edit the by-laws with the comments from the meeting by Friday October 11, 2013.
   b. Ladd Colston provided insight on what it means and takes to be a 501c3 organization, including explanations of board of directors and executive directors. He suggested, after the by-laws are drafted, that the partnership speak with a lawyer at the University of Maryland about including the university in the by-laws to protect the partnership in the future. Ladd also provided the partnership with the Maryland Nonprofit Website for further information www.marylandnonprofits.org.
   c. Next Steps for the Partnership include (1) Drafting By-Laws (2) Obtaining a Lawyer (3) Strategic Planning (Goals, objectives, etc.) (4)Nonprofit checklist, 501c3

2. Brochure
   a. Jeannine drafted a brochure for the partnership to help inform the community of the partnership. Attending members provided a few changes (mission, vision, logo etc.) and agreed with Ladd Colston who suggested having the projects from the last 5 years listed. The partnership gathered at a previous meeting to brainstorm a new mission and vision statement which were not finalized. Jeannine will work with Sharon to ensure the information in the brochure is consistent with the by-laws.
   b. Sharon informed Jeannine that Ronald Zeigler’s student created the partnership logo and suggested contacting him to see if it could possibly be changed to be consistent with the new name. She will update the brochure and provide another draft at the November meeting.

3. Announcements
   a. Ladd Colston informed the partnership of a “How to Start a Nonprofit Organization” session which will take place on Thursday October 10th 6:30-9:00pm. Chikezie and Ladd are planning to attend this session.
   b. Anne White informed the partnership of the Stroke Screening which will be held Thursday October 17, 2013. Pre-registration is required Call 1888-653-6450

Minutes respectfully submitted by Jeannine Bulbulia

Our next meeting will be Tuesday November 12, 2013 at the Seat Pleasant Activity Center