

Minutes of the Meeting

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of the Board of Directors of the
Poetry Promise, Inc.

The meeting was duly noticed on August 3-4, 2016 per the email notice attached. The meeting was called to order at 12:00 p.m. on August 7, 2016. The meeting was called to order by Bruce Isaacson, in his capacity as Board Chair of Poetry Promise, Inc. Those present included Robyn Isaacson (Secretary), Angela Brommel, Rosa Mendoza, Syd Stewart (by telephone call in) and Vogue Robinson (Executive Director, by telephone call in).

The Board reviewed the status of its formation and 501(c)(3) application. Syd moved and Rosa seconded that the By-Laws be adopted as written. The motion passed unanimously.

The next matter for Board to consider was officers to be appointed until their successors are elected or appointed. Syd_ moved and Angela seconded that the following persons serve in the positions identified:

Vogue Robinson	Executive Director
Bruce Isaacson	Chair, Treasurer
Robyn Isaacson	Secretary

As provided in the By Laws, the officers are hereby empowered to open bank accounts as the corporation requires. The motion passed unanimously.


The Board turned its consideration to the financial report of the history of the Poets of National Stature reading series and the costs and expenses of formation of the corporation to date. Bruce Isaacson requested reimbursement for these expenses at the first available opportunity but recused himself from consideration of this matter. Robyn Isaacson further recused herself from consideration. Rosa moved and Angela seconded that the reimbursement be adopted as written and submitted to the IRS. The motion passed unanimously, three votes to none.

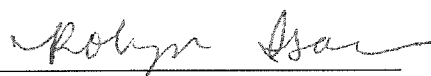
The Board also reviewed the budget of the corporation. Syd initiated a discussion of the wisdom of insurance coverage. The Board agreed. Rosa moved and Syd seconded that the budget be authorized. The motion passed unanimously.

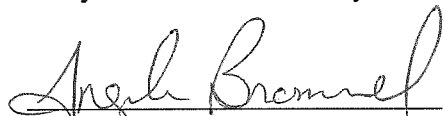
Other operational matters were discussed, including the sponsorship levels for 2016-2017, fund raising for the Patricia Smith reading, foundation fund raising, contract for the Sharon Olds reading, future readers, cooperation with the Clark County School District, the Poets in the Schools program, and other operations to date. Rosa moved and Robyn seconded that the actions of the officers and directors in the operations of the corporation be approved and affirmed.

Topics for our next meeting will include: insurance, payroll methods, grant requests, foundation donations, and fund raising.

Board of Directors of the
Poetry Promise, Inc.


Bruce Isaacson, Chair & Treasurer


Robyn Isaacson, Secretary


Angela Brommel, Board Member


Syd Stewart, Board Member


Rosa Mendoza, Board Member

Bruce Isaacso, XYZ Professionals

From: Bruce Isaacso, XYZ Professionals <bruce@xyzprofessionals.com>
Sent: Wednesday, August 03, 2016 12:24 PM
To: rpbooklover@cox.net; Syd Stewart (sydstewart@yahoo.com); Angela Brommel (Angela.Brommel@nsc.edu); 'Rosa Mendoza'
Cc: Vogue Robinson (voguerobinson@gmail.com); Patrick Gaffey (gaffeypj@ClarkCountyNV.gov)
Subject: Status and Board Meeting for Poetry Promise, Inc.

Friends,

Last week our package was sent to the IRS—all 450 pages of materials. We received notice that it was delivered Monday, so I believe we are in our “Advance Ruling Period” for 501c3 status. That means we can act like a 501c3 charity, understanding that the IRS could possibly deny our application. Our consultant (who has run or established charities for the Fertitta family and others) believes we have done everything correctly and stand an excellent chance of being approved.

We also received our first direct contribution, \$250 from Commissioner Mary Beth Scow. Direct contributions from this point forward can be made to Poetry Promise, Inc. as long as we are transparent about the Advance Ruling Period. However, in the near term, grants and other contributions previously applied for will be paid to the NSC Foundation. We will need to confirm our expenditures when the IRS conducts a final review of the application, so we want to run all expenditures for poetry activities through Poetry Promise, Inc. In other words, when the NSC Foundation funds expenses for the upcoming reading, we need to ask them to make all checks payable to Poetry Promise, Inc. which will pay the bills directly. I will produce a corrected invoice for the Patricia Smith event to Angela to this end.

We need to have a one hour Board Meeting at the earliest possible time, so we can undertake governing business necessary to establish a bank account and begin operations. I will provide a packet of materials by email at least 24 hours in advance. I am hoping those who cannot physically attend can at least phone in. I know several of us may have conflicts, and I’m trying to stay out of work hours, so I propose the following:

- EITHER Sunday, August 7 at 12:00 p.m. or 2:00 p.m., at my home office, 5771 Empress Garden Ct., Las Vegas, NV. I can send a map, but it’s in the southwest at Russell and Hualapai; or
- Saturday, August 6, 12:00 p.m., at Winchester.

For anyone who has to phone in, I have established a conference call number: (605) 475-3235, access code 846587#.

One more thing. We have begun a series of discussions with Rodney Lee, a fine poet and Cultural Diversity Education Coordinator in the office of the Superintendent of the CCSD. They are eager to support poetry activities, may have funding available for readings and other programs. It’s a good time to establish new poetry programs at CCSD such as Poets in the Schools. I am optimistic that we have a good partner at CCSD.

Please let me know your availability for the meeting.

Bruce Isaacson
5771 Empress Garden Ct.
Las Vegas, NV 89148
(702) 205-7100 Phone

Bruce Isaacson

From: Bruce Isaacson <bruce.isaacson@cox.net>
Sent: Thursday, August 04, 2016 7:54 PM
To: 'rosasinan@aol.com'; 'voguerobinson@gmail.com'; 'sydstewart@yahoo.com'; 'rpbooklover@cox.net'; Angela Brommel (Angela.Brommel@nsc.edu)
Cc: poetlaureateclarkcounty@cox.net
Subject: RE: Poetry Promise Inc. Board Meeting 8-7-16 12:00 p.m. PDT
Attachments: Poetry Promise Budget.pdf; By Laws Final.pdf; Meeting Agenda 2016-08-07.pdf

Sorry to keep getting data wrong. The meeting is [Sunday August 7](#), 2016 at 12:00 noon. I understand that Syd and Vogue are traveling and am hoping you will call in on the number below. All the corrected attachments are with this email. Thanks again.

--Bruce

From: Bruce Isaacson [<mailto:bruce.isaacson@cox.net>]
Sent: Thursday, August 04, 2016 5:37 PM
To: 'bruce.isaacson@cox.net'; 'rosasinan@aol.com'; 'voguerobinson@gmail.com'; 'sydstewart@yahoo.com'; 'rpbooklover@cox.net'
Subject: Poetry Promise Inc. Board Meeting 8-7-16 12:00 p.m. PDT

Friends,

Materials for the Board Meeting are attached. Please find:

- Agenda (reproduced below so it can be read in in email)
- By Laws
- Budget

Wherever possible, we will handout financial information, especially if it includes donor and funding details. I am hopeful we will be able to do a lot of good things together. Thanks.

For anyone who must phone in, I have a conference call number: **(605) 475-3235, access code 846587#**.

Poetry Promise, Inc.
Meeting Agenda
August 7, 2015

Location: Home office of Bruce Isaacson, 5771 Empress Garden Ct., Las Vegas, NV 89148

Invited:

Bruce Isaacson	Board Chair, Treasurer	bruce.isaacson@cox.net	702-205-7100
Rosa Mendoza	Board Member	rosasinan@aol.com	702-526-5656
Vogue Robinson	Executive Director	voguerobinson@gmail.com	951-378-2002
Syd Stewart	Board Member	sydstewart@yahoo.com	323-377-7756
Robyn Isaacson	Board Member, Secretary	rpbooklover@cox.net	702-738-0599
Angela Brommel	Board Member	Angela.Brommel@nsc.edu	702-992-2364

- I. 501(c)(3) Application
 - a. Discussion of status of application
 - b. Discussion of IRS Financial Review of Application
 - c. Discussion of operations during Advance Ruling Period
 - d. Open discussion on this topic

- II. Operations and Corporate Business
 - a. Adoption of By Laws—motion to adopt
 - b. Authorization of bank account—motion to adopt
 - c. Review of Poets of National Stature Series to date (financial handouts provided at meeting)
 - d. Review of Budget—motion to adopt
 - e. Review of costs and expenses within the corporation to date (financial handouts provided at meeting)
 - f. Open discussion on this topic

- III. Clark County School System Programs
 - a. Discussion of proposals to work with Rodney Lee, Coordinator, Education & Diversity at the Office of the Superintendent, CCSD
 - b. General discussion of Poets in the Schools Program
 - i. Fund raising—Public Education Foundation?
 - c. Open discussion on this topic

- IV. Poets of National Stature Series
 - a. Patricia Smith Reading
 - i. Discussion of financial contributions, costs, commitments, and status
 - ii. Operational discussion
 - b. Sharon Olds Reading
 - i. Discussion of financial contributions, costs, commitments, and status
 - c. Future Readers (Saul Williams?)
 - d. Open discussion on this topic

Bruce Isaacson

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