

Minutes of the Meeting

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of the Board of Directors of Poetry Promise, Inc.

November 5, 2016

The meeting was duly noticed on September 21, 2016 by email notice. The meeting was called to order by Bruce Isaacson, in his capacity as Board Chair of Poetry Promise, Inc. at 12:05 p.m. on November 5, 2016 at Winchester Cultural Center. Those present included Angela Brommel, Syd Stewart, Vogue Robinson (Executive Director) and Robyn Isaacson (Secretary, arrived late). Rosa Mendoza was not able to come.

The Board reviewed the status of its formation and 501(c)(3) application. The application was filed and received by the IRS. A letter was received from the IRS asking that we represent status of the corporation upon dissolution. Bruce Isaacson signed that letter. It was moved that the Treasurer be empowered to make such changes as may be necessary to be consistent with the IRS guidelines in that regard. Syd moved and Angela seconded that the By-Laws be adjusted as so needed. The motion passed unanimously.

The Board turned its consideration to the financial report, including current Balance Sheet and P&L, history of the Poets of National Stature reading series, results of the Patricia Smith reading, and budget for the Sharon Olds reading. Late information was received from NSC itemizing expenses but these will be included in the next report. Syd moved and Angela seconded that the report be accepted as written. The motion passed unanimously.

A number of other topics were discussed, including Board Fundraising (two contacts per Board member), Fundraising opportunities (Vogue's spreadsheet), Insurance (D&O, Event, General Liability), and the Poetry Promise Award Guidelines. The status of the upcoming Sharon Olds reading was discussed. A future Saul Williams reading was discussed. Discussion was held of various workshops, including Angela Brommel's Sharon Olds workshop and Bruce Isaacson's Yehuda Amichai workshop. The idea of bringing back Juan Felipe Herrera for a future CCSD event was discussed. The plan for the Bob Kaufman documentary and Jack Hirschman visit on January 21 was discussed, including a proposed contract for Jack Hirschman. Angela moved and Robyn seconded that the actions of the officers on these items be approved. The motion passed unanimously.

The Board also reviewed the plan for Payroll of the corporation. Quotes from BenefitMall and XYZ Professionals were reviewed. It was noted that XYZ Professionals offered to provide this service at no markup to Poetry Promise, Inc. Bruce Isaacson recused himself from consideration due to a potential conflict since he owns XYZ Professionals. Information was provided by XYZ Professionals regarding the professional hours spent to date in providing salary to the Executive Director. It was decided to give the Board a chance to further study the documents and act on the proposal at the next meeting.

The Board discussed the status of its relations with the Clark County School District. The Poets in the Schools program was discussed. Bruce Isaacson said we need someone who can offer the time to step up and lead this effort.

Topics for our next meeting will include: support for the next CC Poet Laureate, future events, insurance, grant applications and fundraising, payroll proposal, funding for the Executive Director's salary, and such other topics as may come up in the interim.

The following minutes are approved and submitted by the Secretary and Board of Directors.

Board of Directors of the  
Poetry Promise, Inc.

  
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Bruce Isaacson, Chair & Treasurer

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Robyn Isaacson, Secretary

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Angela Brommel, Board Member

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Syd Stewart, Board Member


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Rosa Mendoza, Board Member

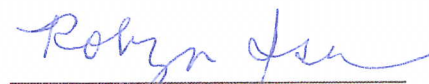
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