



Minutes of the Meeting
Board of Directors of Poetry Promise, Inc.
August 24, 2024

Those present included Board Members Chris Giunchigliani, Rosa Mendoza, Rodney Lee, and Bruce Isaacson. The meeting was held via Zoom. The meeting was duly noticed by email and called to order by Bruce Isaacson in his capacity as Board Chair at approximately 12:05 p.m.

The Board reviewed the Minutes of the last meeting, which had been circulated in advance. Chris moved and Rodney seconded a motion to approve the Minutes. The motion carried unanimously.

Bruce discussed the status of the Corporation's administrative matters. Efforts were made to bring on a Director of Poets in the Schools for scheduling and as a point of contact for poets and community partners. It is not clear whether that will work. A major event, a reading by U.S. Poet Laureate Ada Limon, was successful with some 200 attendees. Scheduling and tracking grant applications remains a challenge.

Bruce Isaacson indicated a willingness to serve as Interim Executive Director. The Company needs someone in this position for grant reporting. Chris moved and Rodney seconded a motion to appoint Bruce Isaacson Interim Executive Director. The motion carried unanimously.

The company needs to adopt a Data Security Policy in order to be consistent with the requirements of the OAG Grant. The matter was researched by staff and a Data Security Policy was drafted. Chris moved and Rosa seconded a motion to adopt the Data Security Policy. The motion carried unanimously.

XYZ Professionals submitted a bill of \$3,389.68 for labor costs. Bruce stated the bill had zero markup to the Company and required Board approval, since XYZ is an entity related to Bruce. Chris moved and Rodney seconded a motion that the Company be authorized to pay the bill. Bruce abstained from voting. The motion carried 3-0.

Bruce discussed the Financial Report for FY 2023-2024 which had been provided in advance. It was noted that the Revenues experienced a decline in funding from the prior year but were still over \$85,000. Expenditures generally were scaled to match. Over \$69,000 was paid directly to poets and artists. Bruce said he believes the Company's bank account has an appropriate cushion for operations.

Bruce discussed the major programs. He indicated that Poets in the Schools was awaiting a final funding agreement from OAG. Chris wanted to reach out to Tick's office about that. Bruce said he thought it was all ok, administrators were just behind on the paperwork. Bruce discussed an upcoming program with poet Ruben Medina for October 12, a hybrid Spanish-English program. Several Board members wanted to receive promotional materials, indicating they had organizations that could boost attendance. Bruce promised to send those as they come available. Poetry Promise is also in discussions with the County Poet Laureate program to support that event financially, and to support a program at Commercial Center on Nov. 2 & 3. We would pay 30 poets \$50 each for reading (\$1,500) in support of a community program by Avant Pop books. We are expecting a funding agreement with the County for both programs.

Bruce discussed and reviewed the Standard Grant Donation Report, which had been circulated in advance. We were awarded a major grant award from Clark County's OAG but did not receive the Poetry Foundation and United Way grants. We also received surprise additional funding from Clark County TEAP. There were numerous other funding ideas suggested and specific follow-ups described.

Chris moved that the meeting be adjourned. The motion carried without objection and the meeting was adjourned at approximately 12:50 PM.

The above minutes are approved and submitted by the Secretary, Board Chair, and Board of Directors.

Listing of names below acts as approved signature:

Board of Directors of Poetry Promise, Inc.

Rosa Mendoza, Board Member & Secretary

Bruce Isaacson, Chair & Treasurer

Chris Giunchigliani, Board Member

Rodney J. Lee, Board Member