



Live Oak Mental Wellness Project, Inc.

Meeting Minutes

OVERVIEW

The board of directors meeting was held at the following date, time, and location:

Date: July 14, 2025
Time: 5:30pm Pacific
Location: Zoom

The following directors were present at the meeting:

Arleth Castañeda, President
Amanda Regalado, Secretary
Eric Gray, Treasurer
Monica M Olsen, Executive Director
Yoselinne Castillo, Member At-Large

The following director was absent:

n/a

Pursuant to the Bylaws, the meeting was called to order at 5:32 pm by:

Chairperson: Arleth Castañeda, President
Secretary: Amanda Regalado, Secretary

APPROVAL OF MEETING MINUTES

The minutes of the last meeting were approved unanimously.

BOARD TEAM BUILDING

The Executive Director led the Board through a team building activity.

BOARD EDUCATION

The Secretary presented on fundraising ideas and best practice.

BOARD MEMBER REPORTS

Executive Director

The Executive Director created a document for the Board to submit questions to the Executive Director.

The Executive Director shared the outcome of the June 28 annual event “Take Care of Others, Take Care of Yourself.”

The Executive Director shared a written report with updates on programs including All for Kids, Processing Grief in Community curricula, and the Robert Ellis Simon Foundation grant.

President

The President attended trainings, meetings, and events including: Adult Mental Health Aid training, Valley Oasis Care Coordination meeting, Live Oak Annual Event, Ways and Means Committee meeting, Art for Mental Wellness Workshop planning meetings, Special Board Meeting, and Agenda Meeting.

Treasurer

The Treasurer reported a current balance of \$27,965.04. The Treasurer shared the following financial statements: Trial Balance, Profit and Loss Statement, Statement of Financial Position, Statement of Cash Flows, Transaction List by Vendor, and Bank Statement.

The Treasurer reported that 1 donation was received within the month of June.

The Treasurer highlighted the purchase requisition process.

Secretary

The Secretary completed administrative duties, including writing meeting minutes, aiding in the development and communication of the future agenda, and sending meeting reminders.

Member At-Large

Nothing to report.

COMMITTEE REPORTS

Ways and Means

Nothing to report.

Community Engagement

The Committee Chair reported on conversations around obtaining community input on the curriculum in development.

MISCELLANEOUS SUBJECT(S)

The Board discussed the Executive Director’s fundraising results from the June pilot program.

The Board discussed its bylaws.

The Board discussed its fundraising goals per member.

The Board discussed position postings.

The Board debriefed the annual event.

The Board had a closed session.

ADJOURNMENT

There was no further subject to come before the meeting, upon motion duly made, seconded, and unanimously carried, the meeting was adjourned at 7:00 pm.



Arleth Castañeda, Chairperson 8/12/2025
Date



Amanda Regalado, Secretary 8/11/25
Date