



Live Oak Mental Wellness Project, Inc.

Meeting Minutes

OVERVIEW

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

Date: January 13, 2025
Time: 5:30pm Pacific
Location: Zoom

The following directors were present at the meeting:

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

Pursuant to the Bylaws, the meeting was called to order at 5:30 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 Secretary led the Board through a team building activity.

BOARD EDUCATION

The President introduced the Board to the website, nonprofitready.org.

BOARD MEMBER REPORTS

Executive Director

The Executive Director continues to learn about Bookkeeping via QuickBooks Online.

The Executive Director reported we have begun using Gusto as our new payroll platform.

The Executive Director reported that Live Oak was not granted this year's Take Action grant. Live Oak will still plan to host an annual event.

The Executive Director reported that the Grief Support Group Curricula development, therapy groups, and Art for Mental Wellness workshops continue.

President

The President attended meetings including with the Executive Director and Treasurer.

The President continues to co-facilitate the Art for Mental Wellness workshop.

Treasurer

The Treasurer reported a current balance of \$57,549.05. The Treasurer shared the following financial statements: Trial Balance, Profit and Loss Statement, Statement of Financial Position, and Bank Statement.

The Treasurer shared a proposal to leverage campaign tools to maximize fundraising efforts.

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

The Member At-Large met with community members and received invitations for Live Oak's President to attend community meetings.

COMMITTEE REPORTS

Ways and Means

The Committee Chair reported that the committee discussed campaign platforms, as well as the proposed crowdfunding campaign.

Community Engagement

The Committee Chair reported the next meeting will take place mid-January.

MISCELLANEOUS SUBJECT(S)

The Vice President stepped down from her position on the Board.

The Board brainstormed ideas for the annual event.

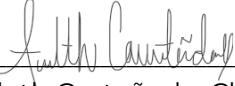
The Board agreed to extend the pilot bookkeeping assignment for the Executive Director.

The Board discussed operationalizing the crowdfunding campaign.

The Board debriefed the PearSuite demo.

ADJOURNMENT

There was no further subject to come before the meeting, upon motion duly made, seconded, and unanimously carried, the meeting was adjourned at 6:54pm.



Arleth Castañeda, Chairperson 02/10/2025
Date



Amanda Regalado, Secretary 2/10/25
Date