



# Live Oak Mental Wellness Project, Inc.

## Meeting Minutes

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### OVERVIEW

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

Date: February 10, 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

The following director was absent:

Yoselinne Castillo, Member At-Large

Pursuant to the Bylaws, the meeting was called to order at 5:31 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 provided an overview of her experience taking the Board Member Essentials certificate courses on [nonprofitready.org](https://nonprofitready.org).

The Executive Director presented on the VOA Futures Fund.

### BOARD MEMBER REPORTS

Executive Director

The Executive Director continues to complete Bookkeeping via QuickBooks Online.

The Executive Director continues to use Gusto as our new payroll platform.

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, Department of Mental Health, Wolf Connection Retreat, and committee meetings.

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

#### Treasurer

The Treasurer reported a current balance of \$53,153.25. The Treasurer shared the following financial statements: Trial Balance, Profit and Loss Statement, Statement of Financial Position, and Bank Statement.

The Treasurer shared information on the City of Lancaster resource database, and the VOA Futures Fund.

#### Secretary

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

### **COMMITTEE REPORTS**

#### Ways and Means

The Committee Chair reported that conversations continue regarding the crowdfunding campaign.

#### Community Engagement

The Committee Chair reported being interested in building relationships with committee members outside of the committee meetings.

### **MISCELLANEOUS SUBJECT(S)**

The Board discussed the crowdfunding campaign.

The Board discussed the annual event.

The Board discussed potential Peer Support Specialist and Internship Program.

The Board discussed the VOA Futures Fund.

The Board discussed Board Member Essentials.

### **ADJOURNMENT**

There was no further subject to come before the meeting, upon motion duly made, seconded, and unanimously carried, the meeting was adjourned at 6:53pm.

  
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Arleth Castañeda, Chairperson                      3/10/2025  
Date

  
\_\_\_\_\_  
Amanda Regalado, Secretary                      3/10/25  
Date