



Board Members:
Julie Harmon, Chair
Magdalena Diaz
Sally Van Wright
Michele Elefante
Michael Peñafiel
Onyemma Obiekea

Board Calendar 2021-2022

All Meetings @ 4:30-6:30pm PT/7:30-9:30pm ET, held via Zoom.

April 2, 2021

First meeting of the Board of Directors.

Appoint Board Chair and Secretary, Adopt Bylaws, Adopt Resolutions.

This meeting would normally be held the last Friday in March.

April 30, 2021

Create committees.

May 28, 2021

Agenda to be determined.

June 25, 2021 (date may change)

Agenda to be determined.

July 30, 2021

Agenda to be determined.

August 27, 2021

Agenda to be determined.

November 19, 2021

Review and approve 2022 budget.

Set dates for 2022 calendar.

January

Executive Performance Review – Begin discussion of the executive’s performance, the method and timing of the executive’s performance review, and any change in the executive’s compensation. Authorize the Executive Committee to be responsible for completing and delivering the review.

Financial Review – Review and discuss past year’s financial reports (pro forma) and how Association’s financial performance informs the plans for the current year and beyond.

March

Review of Form 990 – Convene and authorize ad hoc board committee to review Form 990 (due May 15), instruct board members what they need to know about Form 990.

Program Review – Review and discuss Association’s programs and how Association’s programmatic performance informs the plans for the current year and beyond.

April (Annual Meeting)

Elections – Hold elections of Board directors and officers consistent with applicable provisions in the bylaws.

Legal Compliance – Evaluate past and potential issues regarding employment practices, internal policy compliance, required licenses and permits, nonprofit compliance, and intellectual property. Ensure all annual filings have been or will be completed and that the Association’s status with the relevant government authorities are all in good standing.

Social Justice Policy Review – Review social and racial justice policies of the Association.

June 25 (date may change)

Review Mission – Reflect on the Association’s mission and purpose statements and compare them against its activities, governing documents, and communications.

Board and Committees – Review the board’s composition; appoint and authorize committees, as necessary; delegate duties; discuss board training/development; determine adequacy of oversight and planning activities.

September

Risk Management – Review internal policies, risk areas, and insurance coverage, and take appropriate follow-up action.

Revenue Generation/Networking/Communications – Review revenue generation programs and, if relevant, consider new ideas for revenue generation; review board and Association communications policies.

November

Budget – Review and approve the budget for the coming year.