

## Sep 9, 2024 + Sep 16, 2024 | 📅 September Board Meeting #1

Attendees: Ember Harper The Lady Alliance Foundation Serene Bayona  
Gayarti Swaminathan Gayatri S Chapter Coordinator Manager Kristine O'Reilly  
Christina Radvak Ember Harper-Fedirko Jill Patrick Kristine O'Reilly

### Notes

- Scholarships:
  - Not much to update since AGM
  - We had 7 scholars, who were contacted after the AGM
  - We have their signed agreements from all 7
  - We have paid 1 person
  - Of the remaining 6, 5 are winter courses
  - Reminder going out in October to encourage them to book before the end of the year
  - The 6th person was selected for a navigation course. Digital navigation courses are available in the winter.
- Partners and Fundraising
  - Since AGM we had Camp Days with MEC
  - Haven't heard back from MEC
  - Ember to share photos from the AGM so we can share with MEC
  - Yeti in Octoberish
- Admin
  - Financials are now done
  - Reports are now submitted
  - Insurance is our only outstanding questions
- Mapping up roles
  - Scholarships - October
- Transitions of roles
  - New directors voted in at AGM
  - Admin director (board chair) role has a potential interested member
  - Ember + Kristine to work on the advertising of the scholarship director position. Posted at the end of the year to find someone before May AGM
  - Interview those that are interested in the scholarship role to share what it was like and get to know the individual
    - Light, sharing information both ways
  - Alice is interested in the Admin - Board Chair position
    - Kieren to chat with Alice
- Future board meetings
  - First monday of the month October 7, November 4, December 2
- OutsidePR
  - Going through 2022 articles to discuss updating their information on LAF.
  - Reaching out to key magazines to have a DEI approach with other organizations

- [Brand messaging strategy](#)
  - [Partner email templates](#)
- Marketing:
  - One post a week - highlighting a person within the organization or a chapter initiative
  - Currently sharing any story shares
- Education
  - Starting to populate drive for role
  - Discuss email address with Kristine and Serene

#### Action items

- ☐ Kieren to follow up with Parks
- ☐ Kieren to do insurance
- ☐ Kieren to introduce role to Alice
- ☐ Ember and Kristine to discuss Scholarship Director post
- ☐ Kristine to build training document/roles and responsibilities for scholarship director position
- ☐ Ember to build training document/roles and responsibilities for Marketing director position
- ☐ Chris to build training document/roles and responsibilities for partnerships director position
- ☐ Kristine is sending out reminders to scholars before end of September
- ☐ Kieren - Discuss email address with Kristine and Serene
- ☐ Serene - Decide on next steps for courses on thinkific and our transition
- ☐ Ember - Post one most a week moving forward