

SVBC Board Meeting Minutes

Date: July 16, 2009
Location: Stanford University, Building 170, 2nd Floor Conference Room

Present: Jerri-Ann Meyer, Jack Miller, Paul Goldstein, Sue Young, Jim Parker,
Greg McPheeters, Ryan Kaufman, and Mark Eliot

Absent: Gary Brustin

Staff: Corinne Winter

Guests: (none)

Meeting called to order at 6:30 by Jerri-Ann.

Public Comments. The meeting was opened for public comments. No comments.

June Minutes.

MOTION by Jerri-Ann to approve the minutes from the June meeting; seconded by Sue; motion passed unanimously.

Finance Committee Report.

Quarterly Budget Review: Jim reported that overall SVBC has been successful in riding through a difficult period. Income is slightly below budget at \$130,000 vs. \$143,000. The balance sheet shows about \$26,000 at end of June.

Mid-year Budget Review: Membership revenue is projected evenly across the next 6 months. The monthly dues budget has been revised downward to \$5,000 vs. \$7,000. This never happens. Membership dues tend to be lumpy month to month. Jim discussed the idea of an annual membership appeal, such as the one we did last fall, to bring in the remaining revenue required by the budget. Money allocated for print/communications that was not spent in the first 6 months has been reallocated. The most aggressive income item in the budget is the Gala event, set at \$25,000 gross. With expected \$5,000 in costs, SVBC plans on \$20,000 net.

MOTION by Jim to approve the revised 2009 budget through the end of the year; seconded by Paul; motion passed unanimously.

Mid-year Fundraising Plan Review: Sue discussed some revisions to the adopted 2009 fundraising plan. Revenue from the winter party has been revised downward to \$5,000. Responsibilities assigned to MaryAnn and Lori have been reassigned. One goal was for board members collectively to meet with two potential major donors per month on average. This goal has likely not been met. We originally had identified a fundraising item for a cash reserve to provide some resilience for the organization. We are now not

planning to fundraise for the reserve for 2009, but it remains a goal for the organization in the long-term.

Fundraising Committee Report. Sue reported on the Gala event preparations. She's still waiting for names from board members. Corinne said that there would be two kinds invitations: sponsors (corporate or otherwise) and individuals (who will be guests). The board should consider both. Auction Committee will be formed soon. Need to choose the location and firm up the date soon. Corinne would like to hear about location ideas.

ACTION for all board members to provide names and contact info for potential sponsors and guests.

ACTION for board members to suggest event locations to staff.

Meeting adjourned at 7:24pm.

Respectfully submitted,
Mark Eliot