

MINUTES OF SEEDS ANNUAL MEMBERSHIP MEETING ON SEPTEMBER 15, 2020.

This meeting was held via zoom due to Covid-19 pandemic.

Welcoming remarks (Chair Kathy Dodge)

The Chair explained how meeting would be conducted due to its being held virtually. She asked members in good standing (having paid dues during the past year) to enter their names into the zoom chat to determine if there was a quorum. **It was determined that there was a quorum.** The Chair then explained how voting would occur: members in good standing could visually indicate approval or rejection of items presented for a vote by indicating thumbs up/thumbs down.

Following the Chair's explanation, the **membership approved of 2019 annual membership meeting minutes.**

Treasurer's Report (Allaina Propst):

1. The **total annual budget** for 2020 was estimated to be \$38,100.

However, the budget took a hit due to the cancellation of our major fundraisers because of the Pandemic. We were able to supplement some of the loss from federal and local COVID-related economic recovery funds.

2. **Our two major fundraising efforts** are the End of Year Campaign and Swapapalooza.

- a. The 2019 year-end campaign yielded approximately \$17,200, which is on par with our previous years.
- b. The Swapapalooza event, which averages \$4,000 per year, was cancelled due to the pandemic.
- c. An anonymous donor gave us \$500 to help pay for our new website.

3. **Grants** in 2020 included:

- a. \$3,542.00 from the Small Business Administration's Paycheck Protection Program which paid for our Executive Director's salary and rent for April and May.
- b. \$2,500 sustaining grant from PPL.
- c. grant for \$2,500 from the Villaume Foundation.
- d. \$1,500 grant through The Greater Pike County Community Foundation to create a weekly podcast and radio program.

4. Our largest expense is Executive Director salary of \$20,000.
5. The bank balance as of 9/02/20 was \$45,195.07.

Proposed changes in SEEDS By-Laws were presented and approved by membership:

1. Updated mission statement
2. Sets membership meeting quorum at 20 (instead of 3%)
3. Combines Recording and Corresponding Secretaries into a single officer
4. Changes selection process and role of Circle Representatives, and defines how they become a Board Member

5. All Board positions now to be limited to three consecutive 2-year terms
6. Clarifies the process for removing a Board Member
7. Various legal language updates, including virtual meetings, new no inurements article, and other changes consistent with non-profit status
8. Wording improvements, formatting and numbering

Election of officers and directors:

Kathy Dodge elected Chair. Sue Currier elected Assistant Chair. Allaina Propst elected interim Treasurer. Jane Bollinger elected Secretary. Charles SanClementi elected board-member-at-large. Jocelyn Cramer elected board-member-at-large.

CIRCLE REPORTS:

Governance: Made significant progress in 2019 in strengthening the governance framework for the organization and addressing strategic plan items. Accomplishments included:

- Managing the hiring process for new Executive Director Olga Trushina.
- Managing the process of creating a slate of candidates for this year’s annual elections.
- End-to-end review and update of SEEDS’ bylaws.
- Implemented SEEDS’ Sensitive Topics Policy in response to a request for SEEDS to define the organization’s position on Climate Change.
- Created a detailed document that defines the responsibilities of the SEEDS Executive Director

Outreach: (Devan George, Circle Leader)

1. There were four circle meetings in 2020
2. Newsletters go out the first of every month. A new newsletter system was implemented this month (September):
 - a. Four times a year- full newsletter (Jan, Apr, July, Oct)
 - b. Post Card version other months
3. Social media:
 - a. Facebook (posts, events, and stories)
 - b. Instagram (posts, events and stories)
 - c. YouTube
4. Current Projects:
 - a. Social Media Calendar- scheduling posts for 2020-21
 - b. Standardized Flyer & newsletter/postcard design

Food (Jack Barnett, Circle Leader):

The Food Circle received a grant from the Greater Pike Community Foundation to create a pilot series of 26 weekly, 15-minute podcasts titled “The Main Ingredient: Bringing Farm Food to Your Table” designed to address the current gap in consumers’ knowledge about purchasing and preparing local and regional farm-raised food. Podcasts to air on two of Bold Gold Media Group’s Pocono Lake Region radio stations (WDNH and Classic Hits 105).

Energy: (Andrew Drewchin, Circle Leader)

Through careful social distancing, the Energy Circle was able to:

1. To give energy efficiency advice to several homeowners,
2. Provide 5 solar assessments to homeowners with 3 pending, and 5 assessments to farms or other businesses, and 2 non-profits.
3. A SEEDS volunteer team provided consulting, engineering and labor to a Highlights Foundation 33.3 Kw solar install (90 re-used 370-watt panels). Olga created video of the operation.
4. We are in the process of launching an energy blog.
5. Habitat for Humanity Passive House is proceeding in Wayne County.

Education: (Jenna Mauder, Circle Leader)

This newly formed circle launched some key initiatives in our community. Jocelyn Cramer represents the NEPA Recycles website, Sandy Long spearheads the SEEDS Reads program, and Jenna Wayne Mauder orchestrates the annual Free Book Swap.

- In partnership with Daisy Troop # 50266 and The Cooperage Project, SEEDS Reads installed its first Little Free Library accessible through the Cooperage's Pocket Park. Two more locations are being explored.
- The 2019 Free Book Swap reused and recycled about 20,000 books. The event received an Environmental Partnership Award from the Pennsylvania Environmental Council. This outstanding achievement is all thanks to the many sponsors and volunteers who have shaped and delivered the Free Book Swap to the Northern Pocono region for the past 9 years. The tenth annual event, which **was** to be held in Nov 2020, was postponed until 2021.

Finance: (Sue Currier, Circle Leader) The Finance Circle provided much of the finance information in the treasury report.

- Works to grow and maintain the financial well-being of SEEDS.
- The Circle meets monthly.
- Sue Currier meets weekly with our Executive Director to discuss fundraising work.
- Volunteers were invited to join the Finance Circle, especially those with QuickBooks knowledge and those who are interested in helping grow SEEDS!

Introduction of Executive Director Olga Trushina who gave her annual report to the members. She had been ED since February 2020.

Meeting adjourned, followed by presentation by Judy Wicks.

Respectfully submitted to membership September 2021

Jane Bollinger, Recording Secretary