*These Meeting Minutes are submitted by the Secretary and are subject to review and approval by the leadership board at the next monthly meeting*

# Leadership Board Meeting

Sunday, August 20, 2017 (7:00-8:30pm)

WebEx, Beijing - Hotel Jen (Guomao), Meeting Room 1

Aaron Kruse, Chair - present

Samantha Wong, Vice-Chair - present

Elizabeth Jenkins, Secretary - present

Jim Spear, Treasurer - present

Randi Miller, Legal - absent

Kira Leinonen, Comms/IT - present

James Flanagan, At-Large - present

Phong Quan, At-Large - present

Faith Gary, At-Large - absent

Joshua Lally, At-Large - present

Ada Shen, Ex Officio - present

Rich Welch, Ex Officio - absent

Chris Zombik (ex officio, Comms/IT) - present

## Summary of Action Items

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|  | Owner | Action Items |
| Events | Aaron, Sam | Unassigned - Calendar of upcoming elections. (6/25/2017)  Aaron, James - Planning social in August, movie/panel in September. |
| Strategy | Aaron | **ALL - Meet with Aaron to define personal objectives.** |
| Membership | Elizabeth | Randi - INN Beijing - Secure table for August meeting. Aaron to attend, plus one other person. |
| Comms/IT | Kira | Kira - Establish Comms Standing Committee. |
| Treasury | Jim | Jim, Randi, Aaron - Pending further review, share proposed financial procedures. |
| Other |  | Randi - Reach out to Angie to discuss establishing Women’s Caucus. |

## Notes

Pre-Meeting for ExCom at 6:45pm with four members present (Aaron, Sam, Elizabeth, and Kira).

Also noted that Randi requested Aaron hold her proxy. Aaron explained the reason for the brief meeting of ExCom was related to Chris’ resignation from his role as Comms/IT Director. Aaron offered a motion to clarify the procedure established in the bylaws to allow the Chair to appoint someone to a vacant position with the board’s approval. The board approval would require a majority in agreement and for the purposes today, Chris would not be permitted to vote.

Voted and passed unanimously by the present members of ExCom.

Meeting at 7:00pm

- Role Call – all present except Randi (sick), Faith, Rich (ex-officio)

- Meeting minutes approved.

- Vote to fill vacant position. Aaron nominated Chris and was passed unanimously.

- Review action items.

- Sam report on conference call for DA Global.

Very long call. 3 hours scheduled and was 3 hours 55 minutes. It was a long meeting. The wiki has 7 amendments, resolutions. Two amendments didn’t pass – Resolution 4 (one person, one vote), Resolution 16 (Katie proposed) – proxy rules, one person and one proxy. This

- Upcoming Events Scheduled – INN Event

- Upcoming Events TBD – Beijing welcome event with John Holden. Also Lush Rush (Sept 18)

Communications Updates (Aaron)

- Promoted content on Facebook (photo of Aaron in response to Charlottesville). Performing really well (83 page likes and both positive and negative comments).

- Amanda from DA Global requested we write and share some content to highlight our work in China for the rest of DA.

Audience Analysis Project

- Deploy next month October, wechat. Who we are talking to and what

- Elizabeth: no prizes

- Chris: Mention on the website

- (Kira signing off)

Membership

- Losing members,

- Angie

- Tiny Actions

No Treasury Update (Jim is still waiting for Randi’s review), we haven’t spent any money

Open Floor

- Help with INN? Phong maybe , 10-12

- Lush? Follow up directly with Josh.

- Virginia – Phong has two members to help Anders, Cory. Low response. Jennifer Phoy – waiting to get more information … to send an email. Phone banking, materials from the campaign. Get more people involved. Election is November.

Wrap up and goodbye

- Elizabeth will prepare the minutes

- Events - can help with existing,

- Great work with the social media activity!

- Next Meeting: Sept 24 (confirm on wechat).