

	Meeting Minutes of the City of Phoenix LGBTQ Employee Alliance Board of Directors Meeting Thursday, November 2, 2023
---	--

Board Members Present	Vice President Hilary Werner, Secretary Ira McCullough, Treasurer Keirsten Anderson, Member at Large Tyler Smith (joined at 12:10 pm), Member at Large Zack Wallace (joined at 12:47), and Member at Large Brant Keeney, and Immediate Past President Paul Yount
Board Members Absent	President Doug Mings

Welcome and Call to Order

Meeting called to order at 12:05pm by Vice President Werner. The meeting took place via Teams.

Roll Call and Establishment of Quorum

Secretary McCullough called roll. A quorum was established at 12:07 PM.

Approval of September 20, 2023 Meeting Minutes

Treasurer Anderson moved to approve the minutes. Member at Large Keeney seconded. The motion to approve was unanimous.

Officer Reports

1. President's Report: President Mings was not present and a report was not given.
2. Vice President's Report: Vice President Werner provided a report of the Pride Parade. She stated that the float turned out great and thanked Lisa Cherry and others for their preparation of the float. Member at Large Keeney asked if there was an estimate of the number of people who participated. Vice President Werner was not sure, but Shannon will schedule a debrief of the event. Member at Large Smith stated that it felt the group was spread out and felt busier than other years. Immediate Past President Yount stated that many people were trying to avoid running into other floats and felt that future years need to have someone in charge of the moment. He also thanked Vice President Werner on her work.
3. Treasurer's Report: Treasurer Anderson provided the following – for FY 23-24, we have 20 brand new members, with a total of 76 members. This past month: \$1,000 deposit of dues. Our budget is \$8,442.13 total in account as of October 31. \$2,403.25 Pride assets – a reconciliation is pending with Shannon Montilla. \$6,038.88 EA balance. We have received \$3,140 in dues this year, thus far. Treasurer Anderson requested a more depth conversation about specific budgets for our committee (occurred later in this meeting).

New Business

Networking chair: Melodie Mendivil and Member at Large Smith have filled in leading this committee, but we are in need of a permanent chairperson. Member at Large Smith offered to temporarily fill in to arrange mixers and social events, although he is part of the board. Vice President Werner reported she is on the board as well, but in the membership chair. Our bylaws state that board member cannot chair committees to prevent member burn-out. Treasurer Anderson suggested asking Mendivil if there's anyone she knows who may want to chair the committee. Immediate Past President Yount reported that November and December events have been planned and we can do a more robust search in the new year.

[The Seen](#): This organization participated in the Pride Parade. They are an BIPOC LGBTQIA+ organization and made contact with the EA. Treasurer Anderson reported a possible Lunch and

Lunch opportunity with them in 2024. Immediate Past President Yount suggested to reach out to NFBPA for a partnership with that Lunch and Learn.

Committee Reports

Vice President Werner offered to provide brief updates on our committees. Membership: tableing scheduled for 11/8/23 and 12/13/23. There is also a special event on 12/8/23 for Library's staff development day – all ERGs will be promoting sign-ups. Professional Development: Promoted the Being Visible film discussion, the 11/15/23 Alzheimer's event, Friendsgiving, and December events.

Old Business

1. Committee Budgeting: Treasurer Anderson shared a proposed budget for all committees. Discussion occurred about adjusting budgets due to increase dues and planning for the next year. Rainbow and Pride event budgets were removed due to the possible onboarding of the DEI office and them taking over these functions. Membership budget increased to \$500.00. Discussion occurred regarding incentives to new and returning members. Immediate Past President Yount shared some cost-effective ideas through pens.com. He asked everyone to take a look and come up with some ideas. Communication and PDC budgets will remain at \$198 and \$800 respectively. Networking budget was set at \$300.00 but will increase to \$500.00 to help cover any up-front costs associated with facility or event associated. \$230.00 will be held in reserve for next year for Paint Phoenix Purple.

After discussion, the finalized proposed budget is as follows:

Committee	Amount
Networking & Community Service	\$500.00
Membership	\$500.00
Communications	\$198.00
Professional Development	\$800.00
Paint Phx Purple Award	\$0 (subject to change)
Total	\$1998

There was a motion to adopt the proposed budget above. Secretary McCullough moved, and Vice President Werner seconded. The motion to adopt the budget was unanimous.

2. Friendsgiving 11/19/23: Immediate Past President Yount reported that the event has not been promoted yet and will send out an email blast tomorrow. He asked everyone to promote and post flyers in your workspaces.

Adjournment

Vice President Werner moved to adjourn, Member at Large Wallace seconded. The motion was passed unanimously. The meeting adjourned at 12:52 pm.

Next Three EA Meetings

Weds., 12/6/2023 @ Noon General Membership
Thurs., 1/11/2024 @ Noon Executive Committee
Thurs., 2/1/2024 @ Noon Board of Directors

City of Phoenix LGBTQ Employee Alliance

[Website](#) | [Email](#) | [Facebook](#) | [LinkedIn](#)

[Become A Member Today!](#)
[LGBTQ Resources for Everyone](#)

For this document in an alternative format, please contact the LGBTQ-EA at <https://lgbtqphoenix.org/contact/> or via email at phx.lgbtq.ea@phoenix.gov.

Prepared by:



Ira McCullough, Secretary

Document Control

Draft Prepared	11/2/23
Draft Submitted to Board for Review	11/3/23, 11/27/23
Board Edits Completed	11/27/23
Approved and Posting	12/6/23