

EATING DISORDER COALITION OF IOWA (EDCI)
BOARD OF DIRECTORS MEETING MINUTES

February 5, 2021 at 6:15AM CST/ Zoom

Present: Melissa Arnold, Amy Crane, Tanya Hargrave-Klein, Suzanne Hull, Michelle Kellar, Lynn Moore, Holly Paulsen, Kristy Rieken, Sara Schwatken, Kim Tallon, Kathryn Wierda

- Item 1: **President Report (Kristy Rieken):** Meeting was called to order at 6:15am.
- Reminder to Board to complete and submit contact spreadsheet.
 - Policies and procedures: reviewed role of Board members and co-founders. Carrie gives permission to remove her signature authority from EDCI bank account. Kristy is in discussion with Michelle R. regarding her signature authority.
- Item 2: **Executive Director Report (Suzanne Hull)**
- Provided list of tasks completed since last Board meeting.
 - Suzanne requested direction regarding how to handle content provided by Board members for promotion/marketing efforts. It was agreed that Suzanne review content, request clarification/information as needed, and edit content at her discretion.
 - E-newsletter: Suzanne will develop an editorial calendar with a consistent schedule for the e-newsletter. Board members are encouraged to provide one content item monthly to Suzanne. Content item might be an article, blog, video, or other eating disorder/mental health-related content.
- Item 3: **Treasurer Report (Amy Crane)**
- Account balance is \$58,800.
 - Donations in January totaled \$1,800 and were associated with Giving Tuesday and holiday card campaign.
 - Grant For Good: Amy will compile and submit grant application. Request funding for operational expenses related to Executive Director and the capacity building this new contractual position offers.
 - Recognition of donors: Suzanne suggested that a thank you email be sent to all donors. Donors would be asked if and how they prefer for EDCI to recognize their contribution(s). Suzanne and Amy will collaborate to develop a template and process.
 - Board will plan to approve January treasurer reports at March meeting.
- Item 4: **Secretary Report (Tanya Hargrave-Klein)**
- Executive Director will be responsible for storage of the minutes, posting the minutes on the website and emailing minutes to Board members.
 - Motion: To approve the January meeting minutes as presented. (Tanya Hargrave-Klein motioned, Michelle Kellar seconded, approved by Board)
- Item 5: **Development Committee (Sara Schwatken)**
- NotAWalk fundraiser: Board members were encouraged to share on social media. \$1,180 has been raised to date. Goal is \$5,000 by February 28, 2021.
 - Professional membership: All providers have been contacted. Website is updated. Board members discussed possible annual renewal date for professional memberships with the goal of raising \$500 annually from this program.

- Item 6: **Events/Resources/Education Committee (Kim Tallon)**
- EDCI and Acute are partnering to offer a CEU event on February 22nd at noon. Kim will provide information to Suzanne to promote via social media, website, and e-newsletter.
 - The Professional Consult Group will be held on the third Thursday of each month at 8AM on Zoom. Contact Kim Tallon for more information.
- Item 7: **Recovery/Support Committee (Kathryn Wierda)**
- Focus is on promoting existing virtual support groups.
 - Committee will be exploring funding, training and leadership for EDCI-hosted support groups.
- Item 8: **Wrap Up (Kristy Rieken)**
- February work session will be held on February 21st from 4-6PM on Zoom
- Item 9: **Adjourn**
- Motion: To adjourn this EDCI Board meeting (Lynn Moore motioned, Michelle Kellar seconded, board approved)