

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

**December 10, 2021 at 6:15AM CST/Zoom**

Present: Melissa Arnold, Amy Crane, Michelle Kellar, Tanya Hargrave-Klein, Lynn Moore, Kim Pontius, Kristy Rieken, Kathryn Wierda

Action Items:

**Call To Order (Kristy Rieken):**

- Meeting was called to order at 6:21am.
- Quorum established.
- Motion to approve agenda was made by Kim Pontius; seconded by Lynn Moore. Approved by Board.
- Motion to approve the November Board meeting minutes was made by Tanya Hargrave-Klein; seconded by Melissa Arnold. Approved by Board.
- Motion to approve the written committee reports was made by Lynn Moore; seconded by Michelle Kellar. Approved by Board.
- Motion to approve the conflict of interest policy was made by Kim Pontius; seconded by Kathy Wierda.
  - Sara Schwatken asked what would happen if someone didn't disclose potential conflict of interest. Kim Pontius clarified that the policy is intended to put forward a process that includes informing the Board of conflict of interest, Board will consider all factors and determine outcomes and consequences, if applicable. If Board discovers conflict of interest that was not disclosed, consequence may be dismissal from Board.
  - P&P committee will update policy with this update and bring to Board in January.

Board does not approve policy.

- Motion to approve the executive director contract and change the contract terms to 18 months to correspond with EDCI fiscal year was made by Sara Schwatken; seconded by Michelle Kellar.
  - Kristy explained that contract will run from January 2022 through June 2023 to line up with fiscal year for EDCI.
  - Contract includes 5% increase in payment.
  - An additional deliverable was added to this contract. Executive Director will attend all annual retreat, executive board meetings, work sessions, and committee meetings, if requested.
  - Recommended to change "annual retreat" to "annual meeting" so that it is consistent with P&P.

Board approved.

- Motion to approve Natalie Harding, PhD, IADC for professional member was made by Sara Schwatken; seconded by Amy Crane. Board approved.
- No motion to approve partnership with Amy's gift for fall events was made. This will be tabled until the January meeting pending review by Executive Board.

Verbal Reports:

**Officer Reports**

**President-Elect Report (Sara Schwatken)**

- Working with volunteers to launch the journal club in 2022 and to generate blog content.

**Treasurer Report (Amy Crane)**

- Checking account balance is \$66,267.81.
- Expenses last month were \$1,612.68
- Amazon Smiles contributions are down. Encourage board members to utilize Smiles whenever ordering.

Old Business:

**Holiday Gathering (Kristy Rieken)**

- Virtual scheduled for December 12 from 6-7PM
- Sara to extend invite to volunteers.

**February Event (Amy Crane)**

- Registration to open soon.
- Call for volunteers to sit on Q&A panel.
- Contact Amy Crane if you are interested in providing private sessions with attendees.

**Giving Tuesday (Tanya Hargrave-Klein)**

- \$500 donated to date and expect more donations to come in from Facebook fundraisers.

**Strategic Planning (Sara Schwatken)**

- Sara Schwatken encouraged committee chairs to review the “track changes” versions of strategic plans in Dropbox. Committee members should review strategic plan and flesh out plans further to include who does what and by when.

- **Therapy/Support Group (Lynn Moore)**

Committee is leaning toward support group. One of the volunteers working with the fundraising committee is interested in learning more about the support committee financial needs so that she can submit a grant application for support group funding.

New Business:

**E-Newsletter**

- Sara Schwatken reports that a volunteer completed the December blog. Will table discussion about guest authors to January.

**Annual Meeting (Kristy Rieken)**

- Creighton Retreat Center in Griswold is reserved for a date in June. Board will be asked to vote next month on a date for the 2022 annual meeting. Suzanne to send out a Doodle poll to identify possible dates.

Adjourn:

Kim Pontius made a motion to adjourn the meeting; Lynn Moore seconded the motion. Board approved.

- Meeting adjourned at 7:28AM

-Submitted respectively by Tanya Hargrave-Klein, Secretary, on January 2, 2022.