

DRAFT #4 6-28-23 version, 12:05 pm FINAL VERSION – added Sec, 3.7 Vacancies

Qigong Connection Board of Directors
Board of Directors' Meeting 1stth Quarter 2023
April 15, 2023

The Qigong Connection Board of Directors' meeting was held in person.
Location - room G-1, Carondelet Center, 1890 Randolph Ave, St Paul, MN

Meeting opened at 12:46 pm by Lu Bjornoy

Attendees - Lu Bjornoy, President; Anthony Sawyer, Executive Director, Jane Larsen, Member-at-Large; Maryellen Mueller, Secretary; Visitor – Alice Brown; Visitor – Mary Zelmer;
Absent - Margaret Berrisford, Treasurer

1. Welcome to Jane Larsen, new Member-at-Large
2. Meditation led by Lu Bjornoy
3. Secretary's Report – Maryellen Mueller

- Maryellen asked to move item #9 “message” here, and gave the messages.
“Guides and masters, there are too many cooks. This is trying my patience. The Blessed Virgin Mary is tapping her foot, and crossing her arms. With all due respect, get your act together.”
“Enough of this. No more messages.”

- March 24, 2023, Board meeting minutes – they were approved in a vote by email,

- January 21, 2023, Board meeting minutes – reviewed.

“Motion to postpone voting to approve these minutes until Treasurer returns. Will vote by email.”

Motion – Maryellen, 2nd by Jane L, 3 yes votes.

ACTION ITEM – send email with 1-21-23 Board minutes

APPROVED - January 21, 2023 Board meeting minutes were approved by email vote on May 30, 2023. Three yes votes by Lu B, Margaret B, Maryellen M. See attached email printout.

4. Treasurer's Report – presented by Maryellen M, (M. Berrisford is absent)

Margaret will have the 1st Quarter 2023 Treasurer's Report completed soon. We vote on it at that time. Include Jane L in the vote.

Margaret's email of 4-1-23 stated her name is now on the PayPal account.

5. Executive Director Report – Anthony Sawyer

- In-person meetings – monthly starting in June, 2023; 3rd Saturday of month to coordinate with quarterly Board meetings. 1st Saturday had conflict with holidays. Not always in room G-1. The total room rental fee is \$2185 through April, 2024. Scheduled 1 year in advance.

- Any more Zoom meetings? **We held one, and it was** too costly.
- Feedback on in-person meetings – Anthony had good feedback, and need to oversee the phone call for the out of state members.
- Event – retreat for Healing Tree volunteers, June 24, 2023, in Apple Valley. Paid for by anonymous person.
- **People in/from the recovery community** attended QC Saturday morning meeting. Interest in Qigong Connection is building in the recovery community. Dharma needs space to meet. Mary Z suggested they meet after the QC Saturday in-person meeting from 12-1, since we rent the room until 1 **pm**, and don't use it after 12 pm.
- Cloud storage for QC documents – set up Google Docs with QC Google account; storing scans of current or historical documents; what other documents to include? - legal, MN Non-Profit website documents, templates for agenda and Board minutes, others.

6, President's Report – Lu Bjornoy, all discussed

- Number of Board members? Four of us agreed that 5 is good. **(MZ) Consider - if we vote on a motion and pass it, then it becomes law.** Do people apply when a member's term ends? What do we do if a person wants to be on the Board? Do we put the Board applicants to rest until the new term?
- The QC Bylaws state that half of the the QC officers' terms end in December of one year, and the other half end the following December, for Board continuity. The QC Nominating Committee is in charge of finding candidates for the officers whose terms will end.
- Board decided that new Board of Director applicants are on hold for the Nominating Committee until October, 2023.

[[Added on June 28, 2023 – guidance from the Qigong Connection Bylaws -

3.7. Vacancies. When a Board vacancy occurs, the Board Nominating Committee will nominate a successor, and such successor will be voted onto the Board if approved by a majority vote of the remaining directors. When a vacancy on the Board occurs during the middle of the departing director's term, the Nominating Committee must receive nominations for new directors from present directors two weeks in advance of a Board meeting. These nominations shall be sent out to present directors with the regular Board meeting announcement, to be voted upon at the next Board meeting. These vacancies will be filled only to the end of the particular director's term.

3.11. Board Elections and Staggered Terms. Approximately half of the Board positions will be up for election annually to ensure continuity of leadership. In the first year that these Bylaws are adopted, approximately half of the directors will be elected for a one year term, and approximately half will be elected to a two year term. Upon the expiration of these initial terms, all directors will be elected to two year terms in accordance with Article 3.2. During the last quarter of each fiscal year of the Corporation, the Board shall elect Directors to replace those whose terms will expire at the end of the fiscal year. This election shall take place during a

regular meeting of the directors, called in accordance with the provisions of these bylaws.

3.12. Election Procedures. New directors shall be elected by a majority of directors present at such a meeting, provided there is a quorum present. Directors so elected shall serve a two-year term beginning on the first day of the next fiscal year.]]

7. Old business – Maryellen,, all discussed

- Internal QC documents – ask volunteers to include a job description, with their contact information, so someone else knows what they do;
Suggested we create a “Read this first” document as a tool for Anthony S and Mary Z.

8. Secretary’s job description – led by Maryellen, all discussed

The QC Secretary does more than create the meeting agenda, and record the minutes. Do we need to clarify that? Change the title (Program Support; Administrative Assistant, Historian?) It is an honorable, necessary job. The agenda is important, because it sets the intention. Suggested that Maryellen include “What I learned” in her notes to her successor.

9. Officer’s terms – led by Maryellen, all discussed

The QC Bylaws state that officers’ terms start in January, and conclude December of the following year. Current President and Treasurer terms follow that schedule. Maryellen started as Secretary on October, 19, 2019, and will have served 4 years in October, 2023. She wants to resign then, and have her successor fill out the remainder of the term, to December, 2024.

10. Member-at-Large report – led by Jane L.

“Mary Z and I started the Healing Tree on November, 27, 2017. I supply the list of the email addresses of the Healing Tree volunteers to the webmaster for the QC website. By filling out the form to request a long distance healing, the webmaster set it up so that the requests will automatically be sent to the Healing Tree volunteers.

I keep a list of the Healing Tree volunteers in my gmail Contacts, so that I can send out any notices to the Healing Tree volunteers as needed. Currently, I have 32 Healing Tree volunteers on the list.

As of 2/7/21 we had requests come in from 31 states, and 11 different countries from around the world.

We average about **200** requests/year.

Mary and I are planning a Healing Tree Retreat on 6/24/23 at Camp Sacajawea Lodge, Apple Valley. She received an anonymous donation to cover expenses for the retreat.”

ACTION ITEM – Jane will tell the Saturday meeting about the Community Liaison. Tell Morgan.

11) Other business – led by Anthony

Wisdom Ways is having an event for the Summer Solstice. Could QC have a table? A sign, a banner?

ACTION ITEM – Anthony and Mary Z will look into that.

Mary Z's class with Wisdom Ways went well. 20 people attended in-person, 10 via Zoom. May be a partnership with Wisdom Ways in the future.

Anthony has reserved room G-1 for QC Board meetings.

ACTION ITEM - The Board will set up an interview with Karen Hickey.

11) Adjourned at 2:06 pm. Motion to adjourn by Lu B, 2nd by Jane.

Maryellen Mueller,
Secretary