

**Minutes of the Regular Meeting of the Board of Directors of
Poetic Justice Foundation
MARCH 2022**

***Meeting took place over Zoom due to COVID 19 Crisis**

Meeting Held: THURSDAY MARCH 3, 2022

Board Members Present: David Ferguson, Joe Bryan, Matt Mount, Huborth (Skip) Dailey and Carrie Fuentes

Advisory Member: Kellie Shaw

Board Members Absent: Margaret Carter

Faculty Present: Sandy Bacharach

Call to Order: The meeting was called to order at 6:35

There was no meetings of this board in February of 2022

Approval of January Minutes:

- Carrie moved to enter January minutes into the public record. Joe seconded. The motion unanimously passed and the January minutes will be moved into the public record.

Taxes and Insurance Update (David Ferguson)

- Sandy and Kellie have been working with David on the 2020 tax filings. This will be the final tax filing for Trillium Charter School.
- It will be necessary to hire an accountant to resolve Trillium's final tax filing.
- Although they are very expensive, David Ferguson suggested rehiring McDonald and Jacobsen to file Trillium's 2020 taxes. They are familiar with Trillium's taxes and will have easy access to Trillium's earlier tax filings.

- David Ferguson will reach out to McDonald and Jacobsen to get a quote and timeline for filing Trillium's 2020 tax return.
- The PJF building is insured but we do NOT currently have nonprofit insurance.
- Do we need to carry an insurance policy for the nonprofit? This would protect us from individual liability for decisions made collectively by the board.
- Sandy will investigate nonprofit insurance. David will contact Deborah Dyson for advice on procuring insurance for our board. They will each report back within the week.

Construction and Tenant Update (David Ferguson)

- THE BUILDING IS FINALLY FINISHED!!!
- David suggested holding our next board meeting in the building so that we can all see the completed building.
- DB Deserts has arranged garbage, compost and recycling disposal for the building for \$100.00 a month.
- PJF will have some trash disposal needs.
- We will be responsible for paying \$20 a month for trash collection. David will add an addendum to our tenants' rental agreements, to subtract \$10 amount from each of our tenants' monthly rent.

Programming (Committees):

- David proposed partnering with our tenants for a grand opening on Juneteenth weekend (June 18th, 19th and 20th) 2022.
- This is an opportunity for PJF to introduce ourselves to the larger community. We can invite organizations we'd like to partner with to table during the celebration.
- It will be necessary to clarify how we will actualize our mission, with specific emphasis on children, youth and education.

Access, Building Address and AARP (David Ferguson and Sandy Bacharach)

- Access sent us a bill for \$4,201.86. This seems astronomically high.
- Sandy reviewed the numbers. According to what she discovered, we actually owe them an outstanding amount of \$1,592.64 plus \$226.59 for the month of March for a total amount of **\$1,819.23**.
- Once we have paid this amount in full we will be entitled to access our files.
- David suggested paying this amount, plus whatever additional cost to get copies of all of our files then officially terminating our relationship with Access.
- The building was initially divided into three separate addresses- 2624, 2622 and 2614 NE Alberta.
- Holy Beans is having mail delivered to 2622; DB Desserts is having mail delivered to 2624.
- Sandy has been trying to set up the third address, 2614, to have mail delivered for the Poetic Justice Foundation. This has been difficult and complicated and is currently unresolved!!!
- The [AARP Community Challenge](#) is a large grant opportunity but the deadline is March 22nd. Do we have time and capacity to apply for this grant?

Meeting Adjournment: Meeting was adjourned at 7:54

*** Our next board meeting will take place Thursday March 31st, 6:30-7:30 PM at the PJF building**