

**Minutes of the Regular Meeting of the Board of Directors of Poetic
Justice Foundation
JUNE 2020**

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

Meeting Held through FaceTime due: Thursday, June 11, 2020

Board Members Present: Kellie Shaw, Jamila Tai, David Ferguson, Joe Bryan

Call to Order: The meeting was called to order at 6:12

Approval of Minutes:

- Kellie moved to enter May minutes into permanent record, David seconded. May Minutes were approved and passed into the permanent record

Waffle Window ORS 99.33 (Joe Bryan):

- Waffle Window has changed the locks on their business without notifying us. Joe will email Waffle Window, on June 12th, requesting a copy of the key.
- Waffle Window has requested access to the parking lot for outdoor, summertime seating. Jamilla Tai proposed renting this outdoor space (approximately 220 square feet) to Waffle Window for \$500 until August 1, with the understanding that construction may be taking place inside which will affect dinners. Joe Bryan seconded. The vote unanimously passed. Joe Bryan will contact Waffle Window, on June 12th, to make this offer.
- Joe Bryan will write two receipts to the Waffle Window, for rent paid in May (\$1,896.92) and June (\$1,896.92) on June 12th.

Building Insurance (Kellie Shaw):

- David reached out to a State Farm insurance representative, who quoted us a total annual cost of- \$1,674.00. <https://drive.google.com/drive/u/2/my-drive>
- Kellie Shaw proposed that we purchase insurance from State Farm ASAP while continuing to shop for less expensive but comparable coverage. Jamilla Tai

seconded. The vote unanimously passed- We will purchase building insurance from State Farm.

Foundation Next Steps (Kellie Shaw):

- David Ferguson will contact First American Title to change the name on the building's title from Trillium Foundation to Poetic Justice Foundation
- Kellie Shaw will deposit a refund check for tax overpayment, as well as two rent checks from Waffle Window at Umpqua Credit Union. She will then get a cashier's check to move funds from the Umpqua Credit Union account into Poetic Justice Foundation's account at Chase Bank on June 12th.
- Joe Bryan will contact Karen Bennett to learn from her the trustee responsibilities on June 12th, with the goal of completed training by the end of June.

Building Usage (Kellie Shaw and David Ferguson):

- David Ferguson and Kellie Shaw spoke with a potential tenant, gym owner Jermaine Henkins of Go Hard MMA. He's willing to do his own buildout and Kellie and David both liked him. Kellie proposed that we rent to Go Hard MMA. Jamillia Tai seconded. We unanimously agreed to rent to Jermaine Henkins at Go Hard MMA.
- David and Kellie met with several construction companies seeking proposals for the build out. Of the several companies Obsidian Design + Project Management stood out as the forerunner. Kellie Shaw proposed hiring Obsidian Design + Project Management. Jamilla Tai seconded. We unanimously agreed to hire Obsidian Design.

Meeting Adjournment: The meeting was adjourned at 8:25

*** Next board meeting will be on Thursday, July 9th 2020**