

Brain Injury Alliance of South Dakota (BIASD)

Board Meeting Minutes: Quarterly & Annual Meeting

February 25, 2023

8:00 AM MT, 9:00 AM CT

Virtual meeting via Zoom

1. Welcome, quarterly meeting call to order, attendance
 - 8:05 AM MT
 - Present: Doris Schumacher, Glenn Schumacher, Jenny Hallan, Brenna Christiansen, Brian Poelstra, Karen Brokenleg, and Jennifer Williams
 - Unable to attend: Justine Ashokar and Mary Tommeraasen
2. Review of October 2022 meeting minutes
 - There is a correction on Treasure's Report to \$8,878.01. Correction will be made. Meeting minutes are approved.
3. Treasurer's Report
 - End of January 2023 balance: \$9,679.71
 - Have continued to receive income from eighteen donors; eleven are not board members; two donors are new
 - Karen will send out report once statement for February comes out.
4. Strategic Planning
 - Going to delay strategic planning for now; hoping to have family surveys completed prior to forward movement; will explore what we can do in the meantime.
 - Potential donor Arlo could may be able to fund surveys; he is willing to pay for new brochures; board members need to see if any information needs changed; Karen is keeping in touch with Arlo
 - Explore getting a PO Box rather than using residential address
5. Contacts, Correspondence, and updates on organizations/support groups/committees/etc.
 - Newsletter – looking for someone to help co-edit
 - Technology – will put the latest newsletter on the website, as well as the October minutes; Facebook contact information needs update – still under Ron Sasso; Karen is meeting with him in April and will ask about it; may potentially need to shut it down and start over
 - No one on the board is presenting at SPED this year
 - Count of 10 contacts amongst board members since last meeting
 - Aberdeen support group – gong to start meeting in person and will re-establish goals for the group

- Brookings support group – United Way created a new center; looking at this facility to hold meetings
- Sioux Falls – Veteran’s support group has been running and sounds to be doing well
- Black Hills Brain Health support group – running monthly and going well

6. Adjourn Quarterly Meeting

- 9:45 AM MT

7. Annual meeting call to order & attendance

- 9:45 AM MT
- Present: Doris, Jennifer, Jenny, Brenna, Brian, Karen, Glenn
- Unable to attend: Mary, Justine

8. Updates

- Glenn and Doris are resigning from the board.
- Conflict of interest form needs review. Jennifer will update and send to board for signatures. BIASD master folder will be updated and upkept by secretary, which is Jennifer at this time. Karen & Jennifer will work on the template for the Newsletter.
- Board member fees are due in March. \$10.00 for each board member. Create invoice when sending money. Jennifer will create invoice template with logo.
- Next meeting will be held virtually via Microsoft Team. Meeting login information can be found in meeting invite sent by Jennifer.

9. Board Elects, start of two-year term

- Justine Ashokar, President
- Jenny Hallan, Vice President
- Karen Brokenleg, Treasurer
- Jennifer Williams, Secretary

10. Adjourn & next meeting

- 10:00 AM MT
- Next quarterly meeting rescheduled from May 20, to June 3, to June 24.
- Currently scheduled for June 24, 2023 at 8:00 AM MT, virtual meeting via Microsoft Teams (meeting login information in meeting invite)