



Rainbow Cafe LGBTQ Center Meeting of the Board of Directors

Date: Feb. 22, 2024

Attendees:

- Board members:
 - Kim
 - Jeffrey
 - Kelsey
 - Aaliyah (via Zoom)
- Employees
 - Benito
 - Carrie
 - Alex
- Attendees
 - Ryan
 - Rielle
- Board interns
 - Jessica - jess.stein17@gmail.com
 - Courtney - cledbetter1999@gmail.com
 - Brian - brianelias@mac.com

Not in attendance: Rose, Sandy

Welcome and Introductions

- Note: only 4 board members in attendance, which is below the 5-vote threshold required for voting)
- Any voting will happen via email
- Reminder: Reports should be turned in the Monday before a board meeting

Last week's agenda

Approved via acclamation

Last week's minutes

Approved via acclamation

Chair Report: Kim

- Board Committees
 - Board interns must join at least 1 committee
 - Restart the Fundraising Committee - Kim will lead, and Aaliyah, Brian, and Jess want to join
 - Pride Prom (May 4) Committee - Benito, Courtney, Rielle, and Carrie
 - Kim will take pictures and Roxy will handle decorations
 - Carrie will confirm availability of Civic Center for this date
- RC News
 - Kim requests someone else do the Entertainment section (or forego it) in the future

- Website changeover
 - Kim will look into the next steps for this and follow up with Benito
 - Curt and Kyle can be technical backup for this website launch
 - Identify a time to make this changeover happen when help is available to be on standby; Kim and Benito will discuss
- Board intern introductions
 - Interest areas
 - Brian: food access
 - Jess: marketing and business administration, studying nonprofit management and philanthropy, social
 - Courtney: anything healthcare-related
 - Mentorship assignments
 - Jessica will be mentored by Rose
 - Courtney will be mentored by Aaliyah
 - Brian will be mentored by Kelsey
 - Discussion of time commitment: put in what you can, based on committees and interest areas
 - Diversity among board interns was discussed. The board will move forward with the applicants from this round as we pursue better outreach and recruitment of diverse interns and volunteers.
 - Kelsey will send out 2024 goals and February board meeting reports to all interns

Youth Programming Report

- Attendance concerns for multiple programs
 - RC on the Go in Anna/Jonesboro (0-1 attendees)
 - Robust turnout after anti-LGBTQ issues in Anna years ago
 - Consider other locations in A-J? Art Center? Others
 - Discussion: considering other locations - Carrie and Benito will make this decision and move forward
 - Is it time to try for Marion or Harrisburg or Chester instead (and retire Anna)?
 - Benton is relatively new (we've done 2) but we're seeing a little more potential
 - 1 regular attendee, sometimes the Night's Shield comes, too
 - We still have connections with Arrowleaf and the A-J school, so they can reach out if the need changes (and make sure Arrowleaf and A-J know we offer gas cards for youth to come to programming)
 - Fan-fiction - no attendees yet
 - Tutoring
 - Solutions discussed: more outreach, schedule tutors, communicate hours for each subject area in advance
 - Hoping to get City funding for this item [see ED report section]
- Bowling field trip
 - Benito proposes a bowling field trip
 - He estimates 12 people in our bus for Friday (plus people who drive themselves) = 25 total
 - Benito and Roxy will staff this and we will cancel Drop-In that night
 - Kim will check on a potential package deal at SI Bowl
 - Benito will reach out to Scott about using the van for that event
- Rainbow Bucks
 - Benito proposes new system to reward youth for staying to clean up
- Incident report
 - Incident report form for people to fill out and put in a physical box (check the box at the end of programming) - include a field that says "do you want us to keep this confidential?"

Programming Reports: All

- Transformations: 10 people on 2/22 (using the sign in sheet now!)
- Adulthood While Queer: no upcoming events right now (will revisit after trivia night)
- ARC: 1 consistent attendee (now on Fridays 3:30-5:30)
- Reminder: All programs should use the manual sign-in sheet

Executive Director Report: Carrie

- Grants
 - RIG (IPHA) still waiting on updated contract (in the third quarter of this grant already)
 - SIU School of Medicine / Pritzker Foundation: no timeframe
 - Rural Community Center HVC Care: no next steps until June/July
 - [applying] Public Health Institute of Metropolitan Chicago (PHIMC): \$150k transgender health
 - [applying] Smoking Cessation
 - [applying] City of Carbondale funding application: \$20k to help cover after-school hours
 - Next Executive Director report will spell out abbreviations and note which grants are active vs. in the application stage
- Clinical Center updates from Carrie
 - Services will be operational within one month
 - Carrie and Claire will be providing clinical services, pending discussion of Claire's job title, hourly rate, and hours of availability
- Youth programming age range
 - Drop-in will become 13-18 years old
 - Elevate will become 18-25 years old

Money Report: Carrie

- Taxes
 - 990 and tax documents for 2019, 2020, 2021, 2022 are now signed
 - Amanda will be submitting these forms ASAP
 - Catching up because we were doing (1) postcard 990s and (2) not doing state 990s
 - 2023 taxes are in progress now, can file extension for later this year
- Budget
 - Switching from cash to accrual budget, which is a better fit for our grant-funded work
 - Annual budget will be ready for review at the March board meeting: Carrie will work with Amanda to finalize this, and Carrie will present

HR Report: Kelsey

- Conflict of Interest form
 - Will be filled out annually
 - Handed out physical copies to some people; will follow up with remaining employees and board members in March
- Handbook
 - Employee handbook is almost complete; rollout is happening ASAP

Clinical Center Report: Alex

- Great success getting donations thus far
- Weekly staff meeting on Wednesdays (starting next week)
- Opt-in employee wellness program
- Nutrition support
 - Brian has expertise in this area - connect to local, fresh foods

Old Business: All

- Window decals may not work. They would go on the inside, but the security film is there.
- Kelsey will fix the Rainbow Cafe LGBTQ Center label on Google Maps.
- Building Request Application - revisit in March

Next Meeting

- March 21 at 7 p.m. (instead of 28th)