



Mission: The Wellness Wagon's mission is to partner with mobile community support services to eliminate barriers to wellness by providing free and reduced priced acupuncture and other coordinated social services in underserved communities in and around the Roanoke Valley.

Date: 06/14/2023

Location: Sweet Donkey Coffee

Attendees:

Katie Clifton
Mike Holcomb
Arin Brenner
Alex Watkin
Tracy Lauder
Kim White
Donna Davis
Sharon Kennedy - unexpectedly called out of town

Orders of Business

Unfinished Business

N/A

New Business

- Introductions
- Roles
 - President
 - Sharon Kennedy
 - Works with Executive Director
 - Vice President-
 - Donna Davis
 - Assist President
 - Secretary
 - Alex Watkins
 - Treasurer
 - Kim White
 - Member
 - How many people on the board - 10?
 - We're going to keep the board at the number we have, but add committees as needed
 - Gradually fill in gaps as needed

- Have someone on board who has repeatedly had treatments
- Grant Writing Specialists
 - CHAT GPT
- Executive committees and subcommittees
 - Subcommittees- focusing on specific tasks
 - Events, Fundraisers, Logistics- etc
 - Everyone comes together at a bi-monthly meeting
- Approve Board commitment letters - *approved*
- Approve Articles of incorporation - *approved*
- Approve By Laws - *see future actions steps*
- Current operating expenses for the Wellness Wagon -
 - + Monthly Expenses Breakdown
- Appraisal on Bus to Donate (Write-off to Queenpin)
- Re-enable Tips through Queenpin
 - Tax Write Off
- Employee compensation
 - Mike \$20.00
 - Drivers and ADS \$18.00

Ideas

- Friends of the Wellness Wagon
 - Database of people who are willing to support or volunteer

Future Action Steps

- Stopped reading By-Laws at Section 4.06
- Katie will resend Drive to all board members
- Board members will set go over By-Laws and suggest changes
- Kim will find professional photographer
- Tracy will review bios and set parameters
 - Form from Google Drive
 - Done before next meeting
- Mike and Tracy- Mini Marketing Meeting TDB

Closing

Date and time of next meeting: July 19th at 5:00-6:30

Time of adjournment: 6:42 PM

President: (Absent) _____ Secretary: _____

Since it's the first meeting I'll sign this one!

