Funeral Consumers Alliance

Board of Trustees Videoconference Meeting Minutes

June 9, 2020

**Agenda**

**I. Approval of minutes from May 13, 2020 video meeting**

**II. Governance**

a. General discussion and orientation

b. Board appointment of officers (President, Vice President, Treasurer,

 Secretary)

 c. Secretary must record results of affiliate elections to the national board in

 the minutes for this meeting. Results on next page.

 d. Committee appointments—Legal, Affiliate Relations, Executive (composed

 of the four officers), Personnel (the four officers), Alternates (we have

 none, so there won’t be one)

 e. Signatory Resolutions for One Credit Union and Vanguard accounts

**III. Finances and Fundraising**

1. Income v Expense, Balance sheet, Jan 1, 2020-June 5, 2020, plus three

 years prior for comparison

1. $26,000 grant from Small Business Administration for

payroll/rent/utilities

**IV. Conference (in-person is cancelled)**

a. Online conference—mostly pre-recorded videos, one or two live keynoters

 b. Getting tech support volunteers to monitor participant comments,

 troubleshoot

 c. Charging—suggested donation?

**V. Ongoing projects**

a. FTC Funeral Rule Reform—FCA submission complete, ready to file by

 June 15, 2020

 b. Webinar/video meetings for affiliate development—June 18 (FCA affiliate

 board elections during a pandemic), July 8 (Updating antique affiliate

 bylaws), others in future.

 C, Possible study, with Consumer Federation of America, on burial insurance

 policies and financial effects on low-income consumers.

 d. For August 2020 meeting—revisit remaining proposed bylaws changes

**Members in Attendance:** Rod Stout, Marjorie Focarazzo, Josh Slocum, Executive

 Director

 **Outgoing Board:** Karen Smith, Alison Rector, John Lantz

 **New Incoming Board**: Kristin Mouton, Dianna Repp, Katherine Ortiz,

 Sara Jane Lambring

**Excused:**  Ruth Bennett, Nancy Petersen (outgoing board member)

I **Call to Order**: In Ruth’s absence, motion made by Marjorie for Josh to

 facilitate meeting. seconded by Aliso, motion carried. Meeting began at

 7:30 pm EST.

II **Quorum** established.

III **Welcome and** **Introductions** of new Board Candidates.

 Thank you and well wishes to the outgoing board members.

IV **Minutes:**

* Minutes of April 8, 2020 video meeting

**ACTION:** Marjorie email to all board members; approval by email

* Minutes of May 13, 2020 special meeting approved as written

V **Governance**

* (a) General discussion and orientation: due to Ruth’s absence, tabled to next video meeting
* (b) Board appointments: due to Ruth’s absence, tabled to next video meeting
* (c) Results of National Board Election:

676 votes were cast.

Dianna Repp             134
Marjorie Focarazzo      134
Katherine Ortiz         113
Kristin Mouton           84
Sarah Jane Lambring      78
Dylan Menguy             70 - First Alternate
Nancy Petersen           63 - Second Alternate

* (d) Committee Appointment
* Executive and Personnel, consisting of officer positions, will be in effect when the board appoints officers at next video meeting
* Affiliate Relations: John Lantz (non-board member), Kristen Mouton, Marjorie Focarazzo
* Affiliates will be divided among all board members, according to geographic areas. Board members will contact each affiliate. **ACTION:** Josh will disseminate a “script” with areas of concern to discuss.
* Question often asked is “why do affiliates need to belong to the National”? Answers: institutional knowledge; National can work with the state (if there is one) organization; provides basic knowledge; functions as a public stage for consumers; advocates on behalf of affiliate, i.e. The Funeral Rule with the Federal Trade Commission; provides help for the greater good.
* (e) Signatory Resolutions for One Credit Union and Vanguard accounts: will take effect when new treasurer is elected.

VI **Finances and Fundraising**

* (a) Financial Information: reports disseminated for Income vs Expense and Balance Sheet for Jan. 1, 2020 thru June 5, 2020 plus three years prior for comparison.
* (b) $26,000 grant money received under the Payroll Protection Plan t be used for salaries, rent, and utilities. **ACTION:** Josh will complete and submit the forgiveness application.
* Donations are on an upward trend.

VII **Conference 2020 (In-person event cancelled)**

* + (a) Online event to consist of mainly pre-recorded videos.
* One or two live presentations: Josh will do an update since the 2018 Biennial on what has been happening.
* **ACTION:** Josh will contact presenters.
* Initial time for this to take place, end of October, but Kristin suggested that perhaps July would be better. **ACTION:** Josh to contact presenters with this suggestion this week.
* Provide to affiliates: Fundraising in a Box
* Other presenters can video their topic which will allow for affiliates/members to watch at any time.

VIII **Ongoing Projects**

* (a) The Funeral Rule: comments deadline has been extended to June 15, 2020.
* Josh’s submission is ready to go; will submit end of the week. Changed the conclusion and omitted pandemic information and added standard conclusion.  **Action:** Josh to forward final draft to Board.
* 646 comments submitted to date.
* Approx. 98% are in favor of the same issues as National FCA.
* Article to appear in Forbes after the June 15, 2020 deadline.
* (b) Webinars: would like Board members to also attend
* June 18, 2020 topic: board elections during a pandemic
* July 8, 2020 topic: updating antiquated bylaws
* Plans 6 more webinars this year:
* How to engage affiliates
* How to support affiliates
* (c) Possible study with Consumer Federation of America on burial insurance policies and the effects on low income families.

IX **Video Meeting Dates:** 3rd Tuesday of month was the best date.

 **ACTION:** Josh will send out dates for the next year.

X **MISC:** consider a possible, if allowed, meeting later this year.

XI **Adjourned** at 8:29 pm EST.

Submitted by

Marjorie Focarazzo

June 10, 2020