

BALED IT! NON-PROFIT ORGANIZATION

Organizational Meeting of the Board

Meeting Minutes

I. CALL TO ORDER

- a. Meeting called to order at 5:13 pm on June 2, 2023

II. BOARD MEMBER REPORTS

- a. Director of Gardens – Jeremy Browning
 - i. Bale source
 - 1. No updates
 - 2. Still working with co-ops
 - ii. Wood Pallets
 - 1. Sam with Help a Brother Out Foundation has been helping with pallets; he will help provide sources in the future.
 - iii. Budgeting Bales Spreadsheet
 - 1. No updates
 - iv. Mental Health Initiative
 - 1. No updates
 - v. Eat South Workshop
 - 1. Jeremy will organize a workshop with Caylor (the nonprofit board member). Jeremy will write a Memorandum of Understanding.
 - 2. We will write a standardized MOU form - Jesse
- b. Director of Fitness – Brett Davis
 - i. AUM Bale Garden
 - 1. Growing well and the preschool children are enjoying it.
 - 2. A previous faculty member at AUM had worked with the ELC and has curriculum that might be helpful in building curriculum in the future.
 - ii. Outdoor fitness
 - 1. Pub run idea – people meet at Pine Bar and run for a specific distance. Once people finish, they meet back at Pine Bar for a beer.
 - 2. Non-alcohol-related runs from a restaurant (Shady Street Run) – work with Common Bond or Bibb Street Pizza.
- c. Director of Records and Finance
 - i. Business plan and 3-year budget are completed → will bring up for a vote in *New Business*
 - ii. *Form 1023* for the IRS → *Legal Zoom* will file the paperwork for \$99 plus filing fees (\$600; 1023-EZ = \$275). Can we afford to split the cost (i.e., \$699)?
 - iii. Once *Form 1023* is submitted and approved, I will register as a nonprofit with the Attorney General's office (\$25 fee):
<https://www.alabamaag.gov/consumerlicense>.
 - 1. I will file Form 990 each year. Form 990 is due approximately 3 months after the end of the organization's fiscal year.
 - a. Approved Fiscal Year: January 1 through December 31

- iv. Bank account and PayPal can be opened before 501(c)(3) approval but we cannot accept donations until the approval.
 - 1. We will need to donate some money to open the bank account
- v. P.O. Box
 - 1. I will go ahead and reserve a P.O. Box in Maryville this next week
 - 2. Costs
 - a. Size 2-S (5" x 5.5") = \$114
 - 3. Jesse will purchase a box in the coming week
- vi. Website Update
 - 1. No report

III. OLD BUSINESS

- a. Hilltop Art Festival
 - i. Erin and Jeremy took the lead and it was a success. Several people came by and Jeremy was able to garner some new supporters.
 - ii. Attracted some new Facebook followers
 - iii. Motion to do the festival again next year
 - 1. Vote: unanimous **Yes**
- b. Long-term and short-term goals
 - i. We need to schedule a planning meeting
 - ii. June 20, 2023 (Tuesday) Planning Meeting scheduled, 6:30 pm
- c. Help a Brother Out Foundation
 - i. Jesse met Sam, and he is excited about our working together.
 - ii. Jeremy will begin formulating an MOU

IV. NEW BUSINESS

- a. Valley Global
 - i. Jeremy and Jesse signed the umbrella agreement
 - ii. No additional info
- b. Facebook Ads
 - i. Eat South workshop will need to have advertisements
 - ii. Jeremy will add Erin to social media pages and Jesse will add Erin as a website admin
- c. Approval of Baled It! Bylaws
 - i. Motion to approve
 - 1. Vote: unanimous **Yes**
 - ii. Foundational document signed
- d. Approval of Business Plan
 - i. Motion to approve
 - 1. Vote: unanimous **Yes**
- e. Bank account and PayPal
 - i. Motion to open a bank account
 - 1. Vote: unanimous **Yes**
 - ii. Motion to open a PayPal account
 - 1. Vote: unanimous **Yes**
- f. Official Statement of Purpose for IRS
 - i. From the website: "To collaborate with other entities and organizations operating in the region toward the goal of empowering people who live within health deserts to take control of their quality of life through novel,

cost-effective ways to increase their access to fresh foods, physical activity, and mental health practices.”

- ii. Jesse will reword and remove redundancies
- g. Additional information to be discussed
 - i. The following statement must be written to the IRS on Form 1023:
 - 1. “Baled It! will not engage in prohibited political or legislative activity. Additionally, Upon termination or dissolution of Baled It!, any assets and resources lawfully available for distribution shall be distributed to one or more qualifying organizations described in Section 501(c)(3) of the 1986 Internal Revenue Code (or described in any corresponding provision of any successor statute) which organization or organizations have a charitable purpose which, at least generally, includes a purpose similar to the terminating or dissolving corporation.”
 - ii. Approved
- h. New Board Member – Erin Weaver, Director of Arts and Media
 - i. Motion to add Erin Weaver to the Board of Directors as Director of Arts and Media
 - 1. Vote: unanimous **Yes**
 - ii. Discussion of her job description (as outlined in the *Business Plan*)
 - 1. Erin Weaver will be responsible for public relations and designing various outreach programs and materials for use in building alliances and partnerships with community leaders and other nonprofits. Responsibilities include, but are not limited to, (1) designing promotional and advertisement material for the organization; (2) planning and implementing outreach programs; (3) designing and posting advertisements on the website and social media for upcoming events; and (4) acting as a liaison between Baled It! and other related organizations.
 - iii. Motion to approve job description
 - 1. Vote: unanimous **Yes**
 - i. Any other New Business?

V. ADJOURNMENT

- a. Meeting adjourned at 6:09 pm, on June 2, 2023