

## FDL Delegate Meeting 11/11/2020

Attendees: Cheryl Edwards, Lyz Jaakola, Connie Saaristo, Steve Thomas, John Saaristo

Accountability for attendance is needed from group members and getting meeting information out faster will be helpful to getting folks involved. Are incentives needed for attendance?

Education subcommittee will be meeting on the 12<sup>th</sup> and Connie and Lyz are attending. Group meeting at 6, John will set up meeting. This was done, but I need to send the host code to anyone using the zoom account so that meeting hosts can start their own sessions and not have just one person with control in the room.

Finance committee was scheduled for the 10<sup>th</sup> but the meeting did not happen as planned.

Any names that need to be added to the list need to be sent into Cheryl.

Steve will be available to join a subcommittee for the team assistance for surveys. Tara was going to check on what MCT was doing with surveys, she is not available to update.

Discussion about the different committees that are working with the group and who is in each group.

Some people seem to be having a difficult time joining the meeting. It may be a phone or client issues with zoom.

Connie will reach out to Ricky Defoe to discuss his status on the meetings. It might be a problem with technology for him and can be worked on if needed. There are camera and speakerphone tools that he could use if his home computer is having issues. Ricky may not be checking work email, confirmed as gmail account.

Cheryl will be reaching out to everyone with the group email account and website information.

Reviewed the minutes from the last meeting and Lyz went over them and the chat notes were helpful for the meeting and should be included in the minutes from different topics that were covered.

- Subcommittee meetings are getting scheduled.
- Finance subcommittee needs to update the group on status of budget for planning for what may need to be done to get people involved. A request was made by Connie for a formal review of the budget.
- Reviewed purchases for the group and what is available for delegates for hardware and licensing.
- There are budget concerns for the FDL and the MCT brought up by Cheryl.

Can FDL provide a budget report that is clearly delineating what is being used for the groups.

John will provide documentation for anything that has been spent and a report can be sent to the group.

Cheryl discussed some different funding sources that would help the group. The applications need information about the fiscal agent for the group. Cheryl suggested filling out the application and then forwarding to the fiscal agent to complete their part.

Discussed the web site and the email address for the group. [Delegate@fdlconstitution.org](mailto:Delegate@fdlconstitution.org) is established and John needs to upload documents to that account and post the links to the web site. Cheryl offered to help input information into the web site for the group.

- What telephone number and address should be used?
- Security must be considered for access to the documentation.

A group discussion about tacos ensued for a short time.

We discussed the documentation for the web site and other documents that Cheryl may have at her mothers that may be relevant to the group. Cheryl see if she can connect with her mother and get the information. The web site will be a tool for reference for the FDL members to think about this process and it would be helpful to make have the history of this process.