



PFLAG West Hawaii

A Chapter of PFLAG National Inc.

Minutes
Board of Directors Meeting
August 17, 2016

Meeting was called to order at 6:07 PM.

In Attendance: Jefferson Gourley, Elizabeth Rollins, Chris Verduzco, & Blake Kessner

By unanimous approval of the members of the Board of Directors, the following officers have been elected to serve for the fiscal year which will end on September 30, 2017:

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| President | Jefferson Gourley |
| Secretary | Chris Verduzco |
| Treasurer | Blake Kessner |

It should also be noted in official records that Jefferson Gourley, Elizabeth Rollins, Chris Verduzco, and Blake Kessner have been appointed to the Board of Directors for a two year term which will end on September 30, 2018. Additionally there remains one seat open at this time for which the appointee shall also serve through September 30, 2018.

Upon motion made and seconded it was unanimously approved to sign off on the following incorporating documents:

- PFLAG West Hawaii Bylaws
- PFLAG Basic Eligibility Criteria
- PFLAG Leadership Roster
- Group Exemption Letter
- Letter of Verification
- Trademark and Trade Name License Agreement
- Letter of Commitment
- Articles of Incorporation

These documents are to be filed with PFLAG National as well as with the State of Hawaii Department of Commerce and Consumer Affairs. Copies of all incorporating documents shall be retained with official PFLAG West Hawaii records.

Additional discussion included:

- A goal of establishing at minimum two support meetings each month; once on a week day and once on the weekend. All board members agreed to seek speakers and facilitators for such meetings.
- Establishing bank accounts and insurance policies as soon as TAX IDs can be established.
- PFLAG Membership Cards and recruiting businesses who would offer some form of discount to card carrying members.
- A fundraising event based on a "Day of the Dead" celebration which honors those who have been lost in your life. We want to encourage attendees to honor both those who they knew personally, as well as victims of crime which has impacted the



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community. Rocco is checking the event schedule at My Bar; if there are no events conflicting already he is willing for PFLAG to hold such an event at My Bar. Because of both tax and liquor laws we will not be “charging admission” to this event. We will instead be providing an invitation as a thank you to those who make a donation in an amount to be determined to PFLAG West Hawaii. Discussion of this event included serving a spaghetti dinner (or a similar meal), door prizes, and a silent auction. Additionally we will work with the bar to decorate the space, and set up an “alter” type space for attendees to honor their dead. This first event will serve not only as a fundraiser, but also as an introduction of PFLAG to the GLBT community of West Hawaii.

- A larger PFLAG West Hawaii “Coming Out Party” may be planned for a future date to introduce PFLAG to the broader community, particularly to families, in order to educate them regarding what PFLAG is, and establish ourselves as a family friendly organization.

Our next meeting date has not yet been established at this time, as it will be impacted by the speed with which incorporating paperwork is processed. Meeting date will be approved by the Board of Directors either by text or email.

Next steps following the meeting include:

- Following up with Rocco regarding availability for Day of the Dead event.
- Reviewing website prior to publishing it publicly.
- Look into quotes for Liability and Errors and Omissions insurance.
- Research banks to determine best fit for PFLAG accounts.
- Researching organizational management, point of sale, membership database, and merchant services software and/or services.
- Solicit donations for silent auction and door prize items.
- Establish membership prices and finalize brochure/membership form.

Upon motion made and seconded the board meeting was adjourned at 7:23 PM.