



1411 Brady St. Davenport, IA 52803

## QCAIR December Board Meeting Minutes

Date: February 27<sup>th</sup>, 2019

Time: 6:00 p.m.

Location: Conference Rm.  
The Center, Davenport, IA

Attendees:

Board Members*					
P	Grant Curtis	-	Vacant	P	George Barajas
P	Susan Leuthauser	N	Dale Haake	A	Isaac Carr
N	Marsha Jones	P	Nana Ouro-Agoro	P	Marcie Phillis
-	Vacant	A	Vincent Thomas	-	Vacant
Guests/Visitors					
	Ruth Jessee (staff)		Anisa Wanat		Ann McGlynn

\* P – Present    PV – Present via Call-in    N – Absent with notification    A – Absent

- Call to Order: Quorum at 6:47 p.m. (Informal @ 6:10 p.m.)
- Poem: N/A
- Granted seat/ voice to visitor(s): so granted.
- Minutes from previous meeting: reviewed.

### I. Continuing Business:

#### a. Officers for new term – open positions

##### 1. Candidates for Officers

- a. Secretary: Open
- b. Treasurer: Open (Larry is no longer a board member continuing until we locate a replacement, however he will no longer attend board meetings)
- c. One at-large open board member

##### 2. Positions

- a. loan resigned



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b. Position of Vice President

- i. Until replacement presents itself, Nana remains even under the event of a vote to remove
- ii. Fair & Reasonable
- iii. Full disclosure

II. **New Business:** (as time permits)

a. Golf Tournament with the Center 50/50 split

- i. \$50,000 goal
- ii. Flyer in the works
- iii. Food donation in the works
- iv. Palmer Hills – 144 golfers; shotgun start
- v. Sign up cost \$75/ person & \$5 less per person with a team
- vi. Silent auction, raffle baskets for bidding
- vii. Lunch served
- viii. Carts included
- ix. May 31<sup>st</sup>

b. Kent Pilcher – CEO Meeting

- i. At least 12 people – 9 confirmed
- ii. Marketing effort, not a fundraiser
- iii. 20<sup>th</sup> March
- iv. Reach out after in the past two weeks – for a one-on-one
- v. Kent spending for refreshments
- vi. 3<sup>rd</sup> floor board room SCC Davenport – Urban Campus
- vii. Grant, Nana, Susan, Marcie (Marsha and Jean Baptiste invited)

c. Tapestry Farms - presentation

- i. Introductions
- ii. Refugees at her church; sponsored 2016
- iii. Worked with World Relief Moline
  - B. Learning and connecting
  - C. Experienced gaps in resources



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- iv. Working with single parents, medical needs, barriers to education families
- v. 501c3 last October – fundraising
- vi. Team of volunteers: driving to classes as buses are not conducive (6),
  - B. One client: indicated wanting to work – needs to be able to walk and have flexible hours and go to school and take care of her children – night cleaning person at a church
    - a. Hired a translator and she went through training process – works 20 to 25 hours a week
  - C. Another client arrived and had nowhere to go – temporary housing to permanent (15 people moving her) signed up for school and working with World Relief for medical needs
- vii. Intensive direct service – very small staff
  - B. Volunteers 2 dozen on a good day – limited schedules, specific requirements
  - C. Board of 9 members with different specialties
    - a. Strategic Planning
    - b. Grant Writing
    - c. Finance/ Funding
    - d. Counselor/ Trauma & Marginalized Communities
- viii. “Flying by the seat of pants”
  - B. Start-up grant from Royal Neighbors
  - C. Having professional website built
  - D. Ex: re-housing costs in the thousands, with amazing accessibility
  - E. Very young organization
    - a. Long term: business enterprise (name is rooted) “urban farm” as the dream
    - b. Refugees have experience growing food and would like to utilize skills they bring and grow into an enterprise to employ clients



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- ix. Transportation difficult in the QCA and makes job seeking difficult
- x. Learn via word of mouth – 4 clients currently, 3 word of mouth via original client
- xi. Tapestry Farm separate from St. Paul's – however still very connected to the individuals within that church
- xii. No physical office, no paid staff; do have a P.O. Box
- xiii. Social Media presence; Facebook
  - B. Clients have children in addition to their struggles
  - C. Fairmount Pines families of 7 or 8 will only be accepted – the only choice in the city of Davenport, IA
- xiv. Refugee Garden in Chicago (Annisa offered connection) – sell and go to farmers market
  - B. Organization could be years from
  - C. Mercado across the river
- xv. Intensive, personal, individualized assistance – stabilizing families so they may thrive – take care of basic needs
- xvi. LIMITATIONS: able to take on some, now that some clients are taken care of – one more person could fill the spot
  - B. Focus on women; as they experience more barriers
  - C. Opportunity for education (not even HS) and driving are much lower
  - D. High vulnerability as a criteria
  - E. Mostly East Africa; Congo, Burundi – Swahili speaking countries
  - F. Diversity VISA- nearly died, has two kids (green card lottery and you pay for everything, no refugee system support)
  - G. Clients tend to stay inside a lot, but are somewhat connected with communities after acclimate
- xvii. Sharing of Information
  - B. SCC via The Center
  - C. QCAIR as a referral agency



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D. Coordinated Entry via The Salvation Army (since the 1<sup>st</sup> of the year)

d. WAC (World Affairs Council) Cultural Event

- i. World Culture Festival
- ii. St. Ambrose - Planned March 27<sup>th</sup>
- iii. 6 – 8 p.m. Rogalski Center
- iv. Trina point of contact for planning
- v. Need auction items from QCAIR
- vi. Modern Woodman cannot fund dinner
- vii. Committee Meeting next week
- viii. Free will offerings like last year
- ix. \$100 - \$250 out from QCAIR
- x. Someone to look over the silent auction; collect monies

B. Marcie volunteer – be there 5 p.m.

C. Duk Kim, point of contact – President of WAC – Professor of Political Science

e. Moline Public Library Fashion Show

- i. April 6<sup>th</sup> (check with WAC participants) Susan might have conflict with the Putnam and be unable to attend – will check into
- ii. Contact: Anisa
- iii. Nana reached out to: Tammy Reed – African drum; Justine
- iv. Need to check-in
- v. Meet on Thursdays
- vi. Scheduled events are on the website; QCAIRs logo is included

f. Annisa Wanat: pro-bono social media needs

- i. Website building – two or three people to look over everything before posting
- ii. Previous director of Global Communities
- iii. Establishing own brand
- iv. Spends time in Chicago with connections
- v. Working 5 – 10 hours; strictly volunteer



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- vi. NAI for IL can bill the state
- vii. Will report a monthly statement of hours

### III. **Open Business**

- a. Volunteer Efforts (Jane)
- b. 2 -3 Board Members to team up and take over Administrative Assistant duties
- c. Expanding NAI to Iowa via Wells Fargo grant

### IV. **Financial Reports**

- a. Renewal of Memberships/ Services
  - i. Donor Snap annual fee (\$375)
    - a. Should remain (via Marcie and Grant)
    - b. Motion: Marcie
    - c. Seconded: George
    - d. Motion carries.
  - 2. Alternative NEON (\$600)
    - a. Includes event planning
  - 3. Eventbrite: doesn't have specific capabilities (Susan)
- ii. QC Chamber (\$330)
  - 1. Susan: what do we gain
  - 2. Grant: contacts – met Kent
  - 3. Marcie: good to raise monies and have them know your face and business
  - 4. George: events need to be attended more
  - 5. Nana motions.
  - 6. Susan seconds.
  - 7. Motion carries.
- iii. Iowa Shares (\$850)
  - 1. \$2200 made approximately last year



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2. 7% last and this is 9%
3. United Way but on a different scale
4. Susan is QCAIRs representative
5. Marcie motions.
6. Nana seconds.
7. Motion carries.

b. Income/expense budget comparison statement

i. Income

1. Using ear-marked monies for other things should be re-evaluated
2. Good through the end of the fiscal year
3. Plan for next year
4. Temporary shut-down next time?
5. \$10,000 Hubbell- Waterman is for general funds – good since July 1st

ii. Expenses

1. Rent comes from operating income
2. Operating income also pays towards the Administrative Assistant

V. Restricted Funds Report: no changes

VI. Add Space in Newsletters (currently sold \$500 worth) – anticipate \$2,000

VII. NAI, owed for January 2019

VIII. Board Member Contributions – 4 members

IX. March Board Meeting: scheduled for March 27<sup>th</sup>

- a. Cancelled
- b. Marcie motions
- c. George seconds.



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- d. Motion carries.
- e. Any voting will be done via email.
- X. Admin. Asst.
  - a. \$50 gift card
  - b. Motioned: Marcie.
  - c. Seconded: Nana
  - d. Motion carries.

**Committee Reports:**

- PIP – N/A
- Jobs Team – N/A
- Volunteers – see above
- Fundraising – see above
- Membership – N/A

**Motion to Close:** Marcie motioned. Nana seconded. Meeting adjourned. At 7:26 p.m.

**Next Meeting: April 24<sup>th</sup>, 2019 at 6 p.m.**