Resist Board Meeting, Feb. 4, 2001

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Present: Jacquie Bishop, Eileen Bolinsky (minutes), Robin Carton, Pam Chamberlain, Kate Cloud, Ty dePass, June Lee (chair), Amanda Matos-Gonzalez, Marc Miller, Jorge Rogachevsky, Hank Rosemont, Carol Schachet, Nancy Wechsler.

**AGENDA**

1. Committee on Restructuring

*Advisory Board*

Want people with a historical connection to Resist. Putting them on the committee would help Resist either through name recognition or prestige and could provide access to new committees. Suggestion that Advisory Board should consist not just of old Board members. It should have more purpose. Hope that there will be an annual meeting that Advisory Board members would participate.

Ty - "maintaining confidentiality" should be non-negotiable issue for members. Marc - Let's not call it job description. Kate - Who will keep in contact with the Advisory board? They do get calls for references and called upon for assistance. Jorge - Needs a little bit more responsibility for contact. Suggest Board Development committee. Suggest we send current Advisory board clarification of description. Pam - Highlight what we send to annual meeting. Eileen - Suggest we put term period that we contact people to make sure they are still interested in participating. Wee - Fears we would bother people if we contact them every two years. We should grandfather in everyone who is currently on list. Do not want people to feel pushed out. June - Suggest we do not settle time frame question now.

Committee will draft copies of letter to Advisory Board

Board Approved Section III - Other Board Committees from the Committee on Restructuring Recommendations with the following changes:

A) Each committee shall have at least three members and least one of the shall be a staff member, with the exception of the Personnel Committee.

F) The Committees and their Responsibilities

6. The Communications Committee

“Other recommendations” (including a whether or not to create an ad hoc committee to look at long range planning) will be discussed at another meeting.
2. Communications Committee Proposals

a. *Translations of Resist material*

Tabled to April meeting discussion. Jorge will send out reading material.

b. *Subscriptions*

Newsletter is a useful political tool for the promotion of Resist. Suggest we expand our circulation. Jacquie - Putting newsletter on web is a way of linking to other groups. Need to come up with structure. Kate - subscription idea great but different levels of subscription can get complicated. Wec - Tax deductible issue raised by doing subscription raise. Marc - Has to be significant investment to make $. We should consult with Joe Gerson at AFSC about how they sell subscriptions v donations.

Q. Is it a good idea?

Jacquie: Could get help from interns. Wec - Start small: have it be a focus of a pledge letter and see if pledges respond and put ad in the newsletter.

Need to give suggestions to libraries of where to file the newsletter.

c. *Electronic Media*

Carol and Jacquie have signed up for web classes - HTML + Front Page. Ty - Dreamweaver is better than Front Page. More compatible with different browsers.

d. *Suggested Press Release*

Marc - Would like us to rotate Resist Board member names in quote. Kate - Wants to have discussion about “women’s liberation” in our purpose. Noticed it is missing in list of issues/movements we fund. Added women’s liberation or abortion & reproductive rights.

Press release approved

3. Grant Committee

One loan has already been repaid. Spent about $8000 on NNG directory. Good response from grantees.

Hank - More than 1/3 of our grants made in 3 states, many states - 28 - only had 1 grant. Robin - Lot of people are requesting applications. She and Amanda are doing an analysis on where to do more outreach.

a. *Proposal to Raise Grant Award*

Financially the year ended well. Should Resist raise the grant size? Keep $250,000 budget for grant giving but make grant larger, $3000. (Average grant size was $1800). The number of groups funded would go down, 135 - 90 but grant up. Recommendation. Still be reaching a lot of groups but being more selective. Hank - thinks we will be seeing a lot of new, different kinds of groups and we will want to take a gamble. Robin - believes our income will go up and feels we can give larger grants and maybe go up in the amount we give away later. (note: also multi-years would get bumped up maximum grant amount)
The Grant Committee recommends that the maximum allowable grant be raised to $3,000. This may reduce the number of grants actually given under a $250,000 budget allowance for grantmaking in 2001.

Voting: To raise grant amount to $3000
For 9 Against 2 Abstain 2

b. Start-up funding

At this point look for groups to be six months old before making grants. Gives time to see track record and point in development.

Grant Committee recommends that:

Organizations may receive start up funding if there is reason to believe that the group possesses the credibility, capacity and strategic thinking necessary to carry out their goals. Resist will give weight to areas that are important to the left, but are not currently being addressed by other organizations. Resist will be willing to take a risk on these groups, provided that there is a reasonable belief that the organization’s work is important. All start up applicants must complete the Resist Grant Application and be currently eligible to receive grant awards under Resist’s Funding Guidelines.

Hank - Give geographical areas preference, would like this added to the language.

Voting: Adopt this as a new guideline
For 11 Against 1 Abstain 1

Grant committee will discuss whether it be in guidelines or just as internal policy.

c. Other issues

Hank - Would like grant committee to consider easier applications.
Send e-mails to Robin on changes in application.

4. Board Development Issues

a. New Board Members

Amanda sent e-mails to Mario Davila to see if he is re-joining the Board or if he is unable to make the meetings. Eileen will call him to follow up.

Few prospects have followed through with sending resumes and letters of interest. Request that Board members outreach to possible members and let Amanda know.

b. Election of Board Officers

Closed ballot:
Treasurer - Kate Cloud
At large - June Lee
Clerk - Robin Carton
President - Jorge Rogachevsky
5. Personnel

Kate - Very uncomfortable position for Personnel Committee to evaluate staff. Staff are peers because they are Board members. Process is not working. Asking outside to evaluate what is going on within. Robin - sees a need for a liaison who has responsibility to deal with things that come up in staff. Marc - the issue of confidentiality is difficult in this process. Growing size of staff adds to difficulty. Restructuring committee needs to address this. Jorge - Evaluating and accomplishment of a task - what are expectations?

2 types of evaluation - is task getting accomplished. Someone will have to monitor it, and how is task being accomplished? In a cooperative way? Again person(s) would need to receive this information and follow up on where the problems are and foster resolution. Wec - That is what has been happening but is difficult to do. But peer evaluations were helpful to staff. Pam - I have been on Personnel Committee for a long time. The problem is not simply structural. It represents a clash in values in wanting to have congenial relationships. There are always issues in office, it is hard to assess them and to be objective. Must try something different. Ty - Personnel Committee's job is to get policy and to evaluate executive director if there is one. This committee has gotten too involved in staff. They need to look at each individual’s work plan and then help bring individuals along. Staff is accountable to each other and then as a group to the board.

Options for change;
Get new people for Personnel Committee and keep same structure
Hire outside evaluator.
Appoint or hire 1 staff to evaluate.
Rotate manager role.
Staff representative on Personnel Committee.
Have a manager.
Support staff to evaluate and supervise themselves.
Simplify evaluation process.

Kate - newly elected treasurer so is now stepping down from Personnel Committee.
Pam - would like to step down after March 19th meeting.
Marc - still needs to revise Personnel policy and discuss evaluation of Jacquie. Need for Personnel committee she feels responsible for some group to see it through.

Jacquie - staff went from 2 to 4 in a short period of time. Feels that since she and Amanda have come on they have learned to work well together.
Jorge - sees Personnel Committee as facilitators, not evaluators. Facilitate concerns that come up to Board.

Need to set time in next meeting to make decisions on this.

Jacquie’s evaluation - Jacquie was shocked at evaluation she received and by a performance plan she was given, which she has refused to sign. Personnel Committee extended permanent status to Amanda after 5 months - not correct process. Some of Jacquie’s issues were through self evaluation and staff discussion. She felt 3 month evaluation was unfair time to extend probationary period for her. Problems in evaluation form on what is an organizational issue and what is an individual’s. She feels extending probation at 3 months period inappropriate as the Personnel Committee went outside process for Amanda.
Board discussion (w/o Staff)

Decision:
1. Reading of personnel policy is that staff must have 3 evaluations
2. Support people for Jacquie: June and Jorge for issues of support and improvement.
3. Peer evaluation forms for Amanda and Jacquie due on March 15th.
4. Recommendations will be made at the March 19th Personnel Committee, then brought up at next board meeting on April 1st.
4. Marc will collect written material

Postponed to Next Meeting

The budget and credit card discussions postponed till next meeting.

Due to lack of time, Grant Committee to make grant decisions.
Africa/Asia/International

1. Indonesia Human Rights Network
747 10th Street, #2, Washington, DC 20003 Lynn Fredriksson 202-546-0044
Funding for first U.S. gathering of Indonesians and Indonesia activists to launch a Public Education and Outreach Campaign for group dedicated to ending U.S. military rule and realizing human rights throughout Indonesia.

Decision: Full _____ Partial _____ No _____ Undecided _____
Comments:

Come back after conference with proposal for next steps.

Community Organizing/Anti-Racism

2. Appalachian Peace & Justice Network $2,000
18 North College Street, Athens, OH, 45701 Debbie Phillips 740-592-2608
Support for a strategic planning process for organization which empowers and challenges groups to work for peace and social justice.

Decision: Full __X__ Partial _____ No _____ Undecided _____
Comments:
Marc: Very general. Inactive group re-emerging? .... to spend $2,000 on the organization? Carol: Undecided. Does resist fund strategic planning? Kate: Full Hank: Full. Retreat useful for them. Literature more progressive than application. Ty: Undecided. Unclear on nature of peace and justice issues in APJN service area- the emphasis on networking to reduce prejudice and racism is overly broad; moreover, the absence of any mention of domestic or anti-gay violence is curious - what’s the deal with some of the board members being voluntarily low income? Eileen: Undecided. Partial? Pam: Full. They need a jump start. June: full- but weakly. Liked literature, stronger than application. Odd comments about avoiding tokenism given compilation of Board.
3. **Peace Action Maine**  
$2,000  
P.O. Box 3842, Portland, ME 04104  
Rosalie Tyler Paul  207-772-0680  
Funding for the Racial Profiling Project, a coalition committed to ending the practice of racial profiling in Maine.

**Decision:** Full X Partial ___ No ___ Undecided ____

**Comments:**


4. **Union de Vecinos**  
$2,000  
P.O. Box 33164, Los Angeles, CA 90033  
Leonardo Vilchis  323-261-6059  
Funding for general support for program that hires and trains public housing residents to be organizers within their own communities.

**Decision:** Full X Partial ___ No ___ Undecided ____

**Comments:**

Marc: Full. Carol: Full: Have a ways to go on GLBT issues. Kate: full. Great proposal. Know what they are doing. Hank: Full. Excellent on all counts. Especially references and membership. Ty: full. Suggest full funding and a Holmes or a Salzman award. This model is the essence of empowerment (e.g. determining your agenda, developing a strategy and organizing the capacity to achieve it) (*-believes strongly about this group) Eileen: Undecided. Narrow. Pam: Full

5. **West Virginia Citizen Research Group**  
$2,000  
1324 Virginia Street, East, Charleston, West Virginia 25301  
Linda Mallet  304-346-5891  
Funding to develop a coalition that can respond to a range of environmental threats in West Virginia.

**Decision:** Full X Partial ___ No ___ Undecided ____

**Comments:**

Gay/Lesbian/Bisexual/Transgender

6. Unity Leadership
5221 Bayshore Boulevard, #55, Tampa, FL 3361-4170 Ted Howard 813-835-1177
Funding to develop the Sarasota Unity Leadership Conference which helps strengthen the local lesbian, gay, bisexual and transgender community.

Decision: Full __ Partial ____ No __ Undecided ____
Comments:
Marc: Need a reference- especially to show it is more than one guy. Carol: Undecided. See little evidence that this is more than a single issue. Very underwhelmed. Written references very positive, but don't sound radical or progressive. Kate: Full Hank: No. Why no references? No politics, service and smack of elitism ("leadership") Ty: No. Alinsky-clone methodology. Vague on specifics of the Sarasota initiative; support is for UL's newest local franchise; race and class responses are shallow (* feels strongly about this) Eileen: No. Social service projects. Pam: No-Undecided. This appears to be a one person consulting project, but it could work. Jacquie: Very vague on answers to Question #10.

Labor

7. Southern Anti-Racism Network
P.O. Box 52731, Durham, NC 27717 Theresa El-Amin 919-403-8229
Funding for Triangle Jobs with Justice, an inclusive coalition supporting the rights of workers to organize in the South while opposing racism and homophobia.

Decision: Full __ Partial ____ No ____ Undecided ____
Comments:

8. Vermont Workers' Center
P.O. Box 883, Montpelier, VT, 05601 James Haslam 802-229-0009
Funding for general support for organization which serves as a resource and organizing force for livable wages, workers' rights and other community activism.

Decision: Full __ Partial ____ No ____ Undecided ____
Comments:
Media/Culture

9. Committed Artists of Color
370 Manhattan Avenue, Suite B-2, New York, NY 10026  Daniel Carlton  212-613-3112
Funding for Shelter, an interactive stage play about the lives of low-income and homeless men, women and children.

Decision: Full 1 Partial 1 No X Undecided 1
Comments:

10. Independent Media Center- Philadelphia  $2,000
P.O. Box 42803, Philadelphia, PA, 19101  Maria Danielson  215-476-8068
Funding to purchase audio equipment for the Radio Volta Webcast Project which will provide cultural, educational and news content not available through mainstream media.

Decision: Full X Partial 1 No 1 Undecided 1
Comments:

Middle East

11. Dallas Peace Center  $2,000
4301 Bryan Street, #202, Dallas, TX 75204  Rita Clarke  214-823-7793
Funding for Sanctions Strengthen Saddam, a campaign opposing the US/UN economic sanctions against the people of Iraq.

Decision: Full X Partial 1 No 1 Undecided 1
Comments:
Marc: Full  Carol: Full. Faith based. No position on reproductive rights. Kate: Full. Hank: Full. Waffle on reproductive rights, but otherwise outstanding. Ty: Undecided. Project's name has an "off" ring to it. Similar to the line about Fidel benefiting from the US embargo of Cuba ... it raises a negative political connotation playing into the political line promoted by the Right. Eileen: Undecided. Where is Question #10-11? Pam: Full. Geographic considerations

Send yes, “and” letter regarding no position on reproductive rights letter.
12. U.S. Campaign to Free Mordechai Vanunu $2,000
2206 Fox Avenue, Madison, WI, 53711  Sam Day  608-257-4764
General support for group which challenges the proliferation of nuclear weapons within the U.S. and its favored allies, and to secure the release of Mordechai Vanunu, imprisoned for blowing the whistle on Israel's undeclared nuclear weapons arsenal.

Decision:  Full  X  Partial  ____  No  ____  Undecided  ____
Comments:
Marc: Undecided. Did Sam Day die? Carol: Full. Especially with Sam's recent death- need to support this group in hopes it will carry on. Kate: full  Hank: We now have more nukes than ever and Vanunu is still in jail. The group continues to need support. Note waffle on reproductive rights again. Ty: No. Unclear on specific organizing goals/constituency. Campaign orientation around the fate of a foreign national's legal situation is, at best, bearing witness. Eileen: Undecided. Where is Question #10-11? Pam: Full  June: No mention of current Middle East issues and their impact. Robin: Sam Day just died unexpectedly. Not clear how this will affect group. Carol: Not the time to turn them down, need to stabilize.

Peace/Anti-Militarism

13. Brandywine Peace Community $2,000
P.O. Box 81, Swarthmore, PA 19081  Robert M. Smith  610-544-1818
Funding for an eight month direct action campaign which will focus attention on the world's largest weapons manufacturer, Lockheed Martin.

Decision:  Full  X  Partial  ____  No  ____  Undecided  ____
Comments:

14. Nebraskans for Peace $2,000
941 O Street, Suite 1026, Lincoln, NE 68508  Elizabeth Goodbrake  402-475-4620
Funding for general support for grassroots advocacy organization working nonviolently for peace with justice through community building, education and political action.

Decision:  Full  X  Partial  ____  No  ____  Undecided  ____
Comments:
Send yes "and" letter regarding no position on reproductive rights.
15. **Southland Prison News**
PMB-339, 995 Massachusetts Avenue, Cambridge, MA 02139  Julie Falk  617-441-3379
Funding to send brochures and information packets to prisoners and activists to promote education and to organize a campaign targeted to change Department of Corrections policies on Hepatitis C.

**Decision:**  Full  $1,800  Partial  No  Undecided

**Comments:**  
Marc: full  Carol: full  Kate: undecided  Hank: Undecided. Useful, but service. Is this us?  Ty: Full  
Eileen: Pam: Partial-Uncided. $1,000.  Jacquie: this won’t change behavior. Education is important, but need to make links with other organizing projects.  June: Newsletter and other projects are more interesting.

General support.

**Total Number of Requests**  
15 regular grants; 0 multi-year grants; 2 emergency grants; 0 loans; 5 not on agenda

**Total Amount Requested:**  $29,739

**Total Allocation for Cycle:**  $19,500

**Total Grants:**  $23,800 regular grants; $0 multi-year grants; $ emergency grants

**Total Loans:**  $0

**Total Allocated:**  $23,800

**Total # of Grants Allocated:**  12 regular grants; 0 multi-year grants; 0 emergency grants

**Total # of Loans Allocated:**  0

**Total # of Grants and Loans:**  12
NOT ON AGENDA

1. Home-Hold: A Single Parent Resource $2,000
   231 Massachusetts Avenue, #205, Arlington, MA 02474-8410  Donna Farina  781-646-1329
   Funding for general support for organization which seeks to develop cooperative living arrangements and develop economic strategies for single parents.
   Reason: Social services.

2. The Kazbah Project $2,000
   220 West 13th Street, Suite 4D, New York, NY 10031  Bridgit Antoinette Evans  212-358-3195
   Grant for *Separate but Equal in the American Theatre*, workshops that will attempt to begin organizing against the segregation in professional theaters.
   Reason: Budget too large. $180,000. Not a Resist priority - narrow focus. No connection to larger organizing campaign or issues.

3. Pikes Peak Gay & Lesbian Community Center $1,499.99
   P.O. Box 607, Colorado Springs, CO 80901  Christy Pitts  719-471-4429
   Funds to purchase a laser printer for organization which fights for G/L/B/T rights in Colorado Springs.
   Reason: Budget too large. $183,900.

4. Sunflower Community Action, Inc. $2,000
   1540 N. Broadway, Suite 103, Wichita, KS 67214  Laura Dungan  316-264-9972
   Funding for a third organizer to address predatory lending issues.
   Reason: Budget too large. $192,700.

5. Turning Point Roadshow $2,000
   8221 Brookwood Valley Circle, Atlanta, GA 30309  Leigh Scherberger  404-350-9407
   Support for *Turning Point: A Southeast Roadshow on Corporate Globalization, Its Discontents and Alternative Visions*.
   Reason: Not much content. Not a priority. No real connection to other groups. 4 people.

6. Latin America Solidarity Conference $2,000
   c/o INTERCONNECT, 57 S. Main Street, Pittsford, NY 14534  Peter Mott  714/381-5606
   Emergency and regular support for a nation-wide strategizing conference for the US-Latin American solidarity movement.
   Reason: Not an emergency. Funding for international travel and to pay phone bills of international partners.

7. Schools for Chiapas $2,000
   1717 Kettner Blvd., #125, San Diego, CA 92101  Elizabeth Sáenz-Ackermann  619/238-4708
   Funding for the Little Yellow School Bus Project which will collect and deliver school supplies and student letters for the Autonomous Schools of the Indigenous Peoples in Chiapas.
   Reason: Not an emergency. Material aid.
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<th>FY2000 12/31/00</th>
<th>Budget 2001</th>
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<td>136%</td>
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<tr>
<td>580 Board Expenses</td>
<td>6,250</td>
<td>5,114</td>
<td>6,250</td>
<td>122%</td>
</tr>
<tr>
<td>590 Other Expenses</td>
<td>5,880</td>
<td>1,925</td>
<td>5,975</td>
<td>310%</td>
</tr>
<tr>
<td><strong>Total Non-Mailing Expenses</strong></td>
<td><strong>474,873</strong></td>
<td><strong>465,193</strong></td>
<td><strong>526,923</strong></td>
<td><strong>113%</strong></td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>562,073</strong></td>
<td><strong>542,937</strong></td>
<td><strong>628,133</strong></td>
<td><strong>116%</strong></td>
</tr>
<tr>
<td><strong>Other Income/Expenses</strong></td>
<td><strong>(13,000)</strong></td>
<td><strong>(13,603)</strong></td>
<td><strong>(15,000)</strong></td>
<td><strong>110%</strong></td>
</tr>
<tr>
<td><strong>Net Income</strong></td>
<td><strong>(35,283)</strong></td>
<td><strong>(16,521)</strong></td>
<td><strong>(70,918)</strong></td>
<td><strong>429%</strong></td>
</tr>
</tbody>
</table>
Committee on Restructuring Meeting
January 18, 2001

Jacquie Bishop, June Lee, Kay Matthews and Hank Rosemont(by phone)

Section III of the recommendations for Restructuring Resist which were not discussed at the last Board meeting. Board members were encouraged to e-mail June for their comments on this section. One e-mail was received and the suggestions were taken into account. The section was revised for presentation at the February Board meeting. See attached.

The role of the Advisory Board was taken into consideration. There have been questions about the purpose of this group, the criteria for selection and then the responsibilities of the members in the group.

The need for a historical connection was seen as important but this connection did not have to be only from participation on the Board of Directors. The connection could also be cultivated through fundraising, newsletter, etc and after a period of time a person could be asked to join the Advisory Committee.

The Committee made recommendations to the Board to clarify the purpose, composition and responsibilities of the Advisory Board. These recommendations are attached.
Advisory Board Role and Responsibilities:

I. Internal Considerations
   a) Advisory Board members should have a historical connection to Resist (for example former Board members, contributors to newsletters, donors, etc.)
   b) Advisory Board members should assist Resist in making connections to communities, money or media/communication channels

II. Job Description

   Members of the Advisory Board agree with the mission and political goals of Resist. Advisory Board members may request to receive minutes of the Board meetings.

   Advisory Board members are asked to further the mission and goals of Resist in one or more of the following ways:
   1. Sharing resources and talents with Resist, including expertise, reference information, and contacts for financial support or in-kind contributions.
   2. Publicize and promote Resist.
   3. Engage in the outreach for new grant applications
   4. Participation in fundraising activities for Resist and, according to their personal ability, Advisory Board members are encouraged to make a financial contribution to Resist.
   5. Service on Board Committees if desired
   6. Participation in Annual Meetings
   7. Maintain confidentiality

III. Steps to take to solidify Board

   The Advisory Board members should be contacted with the new description to verify that they still would like to be considered in this category and listed as such on the letterhead. The letter should be personalized.

   Additions to the Advisory Board should be considered carefully in terms of how they would fulfill both the internal considerations and the external job descriptions.
III. Other Board Committees

A) Each Committee shall have at least three members, and at least one of them shall be a staff member.

B) Committee members shall serve for a minimum of two-year terms, which should be staggered whenever possible.

C) Each Committee will elect its own Chair, establish its own rules and procedures, and set the times, places, and frequencies of its meetings.

D) Each Committee will keep minutes of its meetings, and enclose copies thereof with the agenda announcing the next Board meeting.

E) The Board may establish ad hoc Committees as necessary.

F) The Committees and their Responsibilities:
   1. The Board Development Committee shall analyze and evaluate the growth and development of the Board and its members, shall recruit new members thereto as needed and provide orientation and mentors for such members, and convene an annual Board Retreat and Organizational Meeting.
   2. Finance Committee [Description can remain as it is now, except to delete “Meets quarterly.”]
   3. The Fundraising Committee [Description remains as it is now]*
   4. The Grants Committee [Description remains as it is now]*
   5. Personnel Committee [Description can remain as it is now.]
   6. The Publications Committee shall collectively be responsible for all media efforts of the organization in general.
      a. *There was some discussion that an ad-hoc committee should be formed on long range planning and should include some composition of the fundraising and grantmaking committees, and perhaps finance, to project some future planning in the two major aspects of Resist.

OTHER RECOMMENDATIONS:

1) An early task for the Executive Committee should be to revise significantly the statement of the By-laws from 1978.

2) At least twice yearly, the relevant staff person should draw up a list of delinquent pledges, donors, subscribers, etc. for distribution at the following Board meeting, before shifting anyone from Resist’s active fundraising file.
3) There should be a review of the archival of minutes and policies. (Some question of who and how it should be done – by one person or whole Executive Committee). Annual Review?

4) An ad-hoc long range planning committee to help shape new directions (an umbrella entity of grants, fundraising, finance committee).
Dear Board member:

For this meeting, we have 15 requests to consider which means we’ll have $19,500 for grants ($1,300 x 15).

Please remember the Maximum grants will be $2,000; Partial grants will be between $500-2,000; and Emergency grants will be $300.

AGENDA

1. Committee on Restructuring
2. Communications Committee Proposals
3. Grant Committee
4. Personnel Policies
5. Board Development Issues
   Elect Board Officers
6. Finance report
7. Fundraising
   Credit card discussion
8. Select Chair/New Meeting site/Agenda/ and political discussion facilitator

IF YOU HAVE ANY SUGGESTIONS FOR REFERENCES- PLEASE CALL, FAX, E-MAIL OR MAIL THEM ASAP. DON'T WAIT UNTIL THE MEETING TO FIND OUT IF YOUR FAVORITE PERSON WAS CONTACTED!

PLEASE REMEMBER TO SEND IN YOUR PROXY IF YOU WILL NOT BE ABLE TO ATTEND THE MEETING!!!!
Directions to Nancy Wechsler's House
155 Raymond Street
Cambridge, MA 02138
617/283-2087

By T: take the Red Line to Porter Square. Go out the MASS AVE doors. Go across the street towards the Bruegers Bakery and White Hen Pantry. They are on opposite sides of UPLAND Road. Go up Upland--When you get to a 4 way stop sign, and see a park on your far right--that is RAYMOND Street. Go right on Raymond. You will then get to a street light. Cross over (Walden St.) and I'm the second house on the right. It's a 2 story YELLOW house marked 155-153 Raymond.

By car or taxi: Go north on Massachusetts Avenue from Harvard Square toward Arlington. Take a left onto Walden Street (by the Kentucky Fried Chicken). Go up Walden Street for several blocks until you reach Raymond Street on your right. Turn right and Nancy is number 155 Raymond Street.
## RESIST BOARD OF DIRECTORS
### January 2001

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone Numbers</th>
<th>Email Addresses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jacquie Bishop</td>
<td>39 St. Joseph Street, Jamaica Plain, MA 02130</td>
<td>617/522-7720 (h), 617/623-5110 (w)</td>
<td><a href="mailto:resistinc@igc.org">resistinc@igc.org</a></td>
</tr>
<tr>
<td>Ty dePass</td>
<td>21 Yale Terrace, Jamaica Plain, MA 02130</td>
<td>617/983-5170(h), 617/523-6565, X244(w)</td>
<td><a href="mailto:maceito@aol.com">maceito@aol.com</a></td>
</tr>
<tr>
<td>Hank Rosemont</td>
<td>20058 Haveland Court, Lexington Park, MD 20653</td>
<td>(301) 863-5409 (h), (301) 862-0276 (w)</td>
<td></td>
</tr>
<tr>
<td>Eileen Bolinsky</td>
<td>25 Ballard Street, Jamaica Plain, MA 02130</td>
<td>(617) 522-0345 (h), (617) 520-6865 (w)</td>
<td><a href="mailto:eileenbo@juno.com">eileenbo@juno.com</a></td>
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<tr>
<td>June Lee</td>
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<td>(617) 628-0289 (h), (617) 354-9645 (w)</td>
<td><a href="mailto:junel_98@yahoo.com">junel_98@yahoo.com</a></td>
</tr>
<tr>
<td>Carol Schachet</td>
<td>139 Albion Street, Somerville, MA 02144</td>
<td>(617) 628-3455 (h), (617) 623-5110 (w)</td>
<td><a href="mailto:resistinc@igc.apc.org">resistinc@igc.apc.org</a></td>
</tr>
<tr>
<td>Robin Carton</td>
<td>9 Summit Street, Somerville, MA 02144</td>
<td>(617) 628-4659 (h), (617) 623-5110 (w)</td>
<td><a href="mailto:resistinc@igc.org">resistinc@igc.org</a></td>
</tr>
<tr>
<td>Kay Mathew</td>
<td>47 Iroquois Street, Roxbury, MA 02120</td>
<td>(617) 739-6806 (h), (617) 923-4651 (w)</td>
<td><a href="mailto:kmathew@juno.com">kmathew@juno.com</a></td>
</tr>
<tr>
<td>Hank Rosemont</td>
<td>20058 Haveland Court, Lexington Park, MD 20653</td>
<td>(301) 863-5409 (h), (301) 862-0276 (w)</td>
<td></td>
</tr>
<tr>
<td>Amanda Matos-González</td>
<td>140C Northampton Street, Boston, MA 02118</td>
<td>(617) 623-5110 (w)</td>
<td><a href="mailto:resistinc@igc.org">resistinc@igc.org</a></td>
</tr>
<tr>
<td>Marc Miller</td>
<td>15 Bishop Street, Jamaica Plain, MA 02130</td>
<td>(617) 524-8887 (h), (617) 728-4446 (w), (617) 728-4857 (f)</td>
<td><a href="mailto:mmiller@jff.org">mmiller@jff.org</a>, <a href="mailto:marcs@it.com">marcs@it.com</a></td>
</tr>
<tr>
<td>Jorge Rogachevsky</td>
<td>4600 Duke Street, #1131, Alexandria, VA 22304</td>
<td>(703) 751-0251 (h), (301) 862-0423 (w), (301) 862-0958 (f)</td>
<td><a href="mailto:jro@osprey.smcm.edu">jro@osprey.smcm.edu</a></td>
</tr>
</tbody>
</table>

**Chamberlain**  
36 Holworthy Street  
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pannicki@ix.netcom.com

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kate.cloud@mindspring.com

**Mario Davila**  
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mdavila@igc.org

**Nancy Wechsler**  
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nwechsler@aol.com  
nwechsler@wellesley.edu
Resist Personnel Committee Minutes
1/15/01

Present: Marc, Pam Wec, Kate

Personnel Policy

Pam presented the document. Marc will copy edit and the draft policy will be sent to the Board in preparation for a vote at the February Board meeting.

Evaluations

Jacquie’s Evaluation: We discussed some of the issues raised by Jacquie’s evaluation, including the need for continued clarification of job responsibilities, development of a work plan, monitoring of time management, skill development and the clearer articulation of Resist’s political basis and themes. The Personnel Committee will work with the staff on a plan to address these issues. It was decided to extend probation until on or around May 1. Kate & Wec will meet with Jacquie to discuss evaluation results and a collaborative approach to the issues raised above will be discussed at the next Board/Staff lunch.

Amanda’s Evaluation: Probation is complete and permanent status is recommended.

We’ve Got a Problem

The Committee is in agreement that the organization’s system of staff evaluations and general Personnel Committee involvement with staff issues is not working well. The Committee is not in a position to supervise the staff, nor are we expected to provide supervision and day-to-day personnel management. In practical terms, we can’t provide these services from afar. It is our understanding that the staff is not comfortable with an internal supervision system. This leaves us with a lack of formal management that becomes problematic when there are personnel issues to be addressed.

Under these circumstances, it is unreasonable, and therefore unfair to both staff and Committee members, to expect the Committee to perform evaluations and hold staff accountable. We think that this system is not serving the staff well and is exhausting and demoralizing to Committee members.

We ask that the full Board work with us in discussing these issues and finding a resolution that works better for all concerned.

Next Meeting: March 19, 6:30 PM, place to be announced
AMY SWERDLOW
33 Wheelock Walk
East Hampton, NY
Phone and Fax 516 329 5490
e mail amnerm@aol.com

To the Board of Resist:
November 16, 2000

Der Friends, Comrades, Colleagues:

I have been meaning to write this letter for at least two years but couldn't because I kept thinking that I would eventually become more involved in Resist, but as you probably noticed that never happened. My heart is with you, but my body and mind are not. So please accept my resignation from the Board, and save us money and time in the mailings and occasional phone calls.

If you ever need me to do a specific job, that I can do without coming to Boston, please call on me. Meanwhile I will continue to subscribe to Resist which I value and, and please accept this contribution.

My very best hopes for the future of Resist and —and progressive political activism.

Amy Swerdlow
December 18, 2000


Board of RESIST
259 Elm Street
Sommerville, MA 02144

Dear Board of RESIST,

I write this letter reluctantly. I have always valued my association with RESIST but I find that I am unable to fulfill my obligations to the organization from New York. Therefore I must resign my position on the board.

I am enclosing my contribution for this year. I plan to be more consistent with my financial contribution from now on. Please feel free to call me if I can help with information, contacts, or advice.

Sincerely,

[Signature]

entrances white
PRESS RELEASE

Media Contact:
Local Group Contact information

Robin Carton, Grants Administrator,
RESIST, Inc. 617.623.5110 or
RobinC@resistinc.org
www.resistinc.org

DATE

HEADING: Local Group Receives Grant Award

Intro: Local group, working on ABC issues (in XYZ county/city/town), has just been awarded $$$$ by RESIST, Inc., a national progressive foundation located in Somerville, MA.

Para 2: More on local group. Description of issues they are addressing, number of people in groups; list of activities. Quote from members willing and able to address the media. e.g. "We are very excited to have received this grant from RESIST." To contact xyz group, please call or write...

Para 3: RESIST began in 1967 with a "call to resist illegitimate authority" in support of draft resistance and in opposition to the Vietnam war. RESIST has continued to fund movements for social justice, including: civil rights; environmental; international human rights; economic justice; prisoners' rights; media and culture; and lesbian/gay/bisexual/transgender rights. Over the years, RESIST has evolved into a national foundation providing small but timely funding for grassroots peace and social justice groups. RESIST has six funding cycles during the calendar year. RESIST gives grants and loans of up to $2,000. In fiscal year 2000, RESIST gave almost $250,000 to 135 organizations across the country.

"Each year, RESIST funds groups like >NAME OF GRANTEE< because our mission is to support people who take a stand about the issues that matter today, whether it's to resist corporate globalization, promote a woman's right to choose, or develop activist leaders," says Board Chair Dr. Marc S. Miller. "And we believe it's especially important to help grassroots organizations that might be too small or too local—or too radical—for mainstream foundations."
Memo

To: Board of Directors

From: Jacquie Bishop - Fundraising Committee

Subject: Donations by Credit Card

Date: January 25, 2001

I have been asked to summarize my memo dated November 21, 2001 regarding RESIST using a credit card program to facilitate donations. In the original memo, I wrote that “[i]n preparing this report, I spoke with Cathy Schwartz of Work Rights Press; Loren Lee, Director of Development Boston Women’s Fund; Amy Sausser and Ify of Liberty Hill Foundation; Peter Wyman, Vice President and Accounts Manager and Stuart McGuirk, Director of Mastercard/Visa Department at Cambridge Trust Savings Bank and a customer service representative from Tellan Software. I also conducted a number of online searches finally focusing my attention on ‘eGrants.org.’”

The Carol Schachet and I have recognized a need, as expressed by RESIST donors, to offer a credit card payment option. The following is an abridged version of my earlier memo. At the last Board meeting we voted 9 to 3 in favor of implementing a program. Since that time Hank Rosemont, one of the three dissenters, has decided to vote in favor of implementation.

Cambridge Trust Company

Peter Wyman, a Vice President at Cambridge Trust Bank (“Cambridge”) and RESIST’s account’s manager, and Stuart McGuirk, Director of the Mastercard/Visa department at Cambridge, presented the following:

a. Cambridge can set-up an account and provide all supplies within 1-2 weeks from completion of application and requisite paperwork.

b. $75 Application fee to set-up credit card account

c. 3.95% monthly fee against credit card deposits or a $15 monthly fee which ever is higher. Of the 3.95 %, 3.9% is charged by the MC/V bank holder. (Capital One, Citibank, Fleet, etc), and .05% is charged by Cambridge. The 3.9% charge will be lowered as the amounts of our deposits continue to increase. The monthly fee is determined by the amount of the deposit multiplied by our fee rate. e.g. $350 deposited @ 3.95% = $13.82. Monthly fee is $15. If we had deposited $400 @ 3.95% = $15.80 The monthly fee would equal $15.80. 

d. An organizational guarantee or insurance policy is needed to guard against fraudulent use of credit card accounts. This may be covered by Board insurance or RESIST’s other organizational insurance policies. I have calls into RESIST’s insurance agent.
e. It will take 2 days for credit card deposits to show as available cash in RESIST's present accounts.

f. Cambridge can (sell) provide a refurbished terminal and printer, installation and tech support for a one time fee of $550. They do not lease machines nor do they recommend leasing as the technology has remained constant and they do not see any necessities for upgrades.

g. No additional charges for monthly statements. Some banks do charge a fee.

h. Cambridge does recommend computer software programs, specifically, Tellan Software PC authorized (contact 800 666 5777 x4454 Barry). The software costs start at $350. More on this under “Tellan Software.”

Specific Services Offered

If we agree to set-up our service needs with Cambridge we can choose from the following services:

- By purchasing the terminal we will obtain authorization per debit via the terminal; batch debits and forward information to Cambridge. Within 2-days batch will appear as cash. **FEE 3.95% per month**

- By using a touch tone automated voice account, we will receive all of the above, plus a $0.50 per debit charge.

- If we use software not associated with Cambridge, we will be able to receive authorization via the software, then still using our computer, we will be able to forward all relevant information to Cambridge. Cash will appear within 2-days into our account. FEE...

SOFTWARE

Cybercash.Com Tellan-Software

Cybercash.com through their Tellan Software (hence “Tellan”) provides three programs.

- **IC Verify Software** - multiple user. This program performs the same functions as the single user program except it allows more than one person to conduct data entry or run reports from their respective computers. This is regardless of whether we are networked or if we continue to have stand alone computers. Whereas the single user is encoded as to disallow installation on more than one
computer for the same merchant identification accounts. **FEES:** *Software* for multiple users $729; *Tech Support* 1st year is free. Subsequent contracts are $146 per year. Tech support is available from 8:30am-8:30pm EST Monday-Friday.

"eGrants.org"

"eGrants.org" is an Internet Foundation. It facilitates online giving to social change organizations. We believe that a healthy society is founded on the principles of justice, broadly shared economic opportunity, a robust democratic process, and sustainable environmental practices. Healthy societies rely fundamentally on respect for human rights, the vitality of communities and a celebration of diversity. Some of their associates include Working Assets, Give for Change, and the Tides Foundation. It works to dramatically increase social change philanthropy nationally and internationally by:

- making useful and strategic giving advice available to a broad audience of potential donors, and
- creating an effective, low cost e-commerce infrastructure for nonprofit organizations.

**Services Offered**

- eGrants.org would work with RESIST’s web manager (presently Robert Morrison soon to be Jacquie Bishop), to develop and design a "Donate Now" button. This button would appear on RESIST's webpage but would be linked to eGrants.org. The donor would fill out the information and in essence make a donation to eGrants.org, which is a 501(c)3.

- eGrants.org sends an immediate email donor/pledge thank you, written by RESIST.

- eGrants.org then forwards a check minus its fees to RESIST.

- RESIST would be listed on other eGrants.org sites for people wanting to make a donation to a progressive organization.

- On a daily basis RESIST has access to up-to-date donation reports, including the donor's contact information

The process for working with eGrants.org is as follows:

- fill-out an online application and mail off other required paperwork.

**Fees & Payment Schedule**

- One-time account set-up $100 (this can possibly be waived)
Per Donation
- 6% of each donation less than $2000
e.g. $50 donations @ 6% = $3 fee
- 5% of each donation of $2,000+
e.g. 2,500 @ 5% = $ 125

Minimum payment thresholds - donations are distributed in the form of grants.
Grants occur monthly if donations exceed $50. Otherwise, grants occur quarterly.

I examined other services but found the price rates to be excessively high. Also, I did not find any other non-profit organization that could facilitate online credit card donations or whose politics are aligned with RESIST’s.

Questions and Answers to Consider

1. Is there a need for RESIST to accept credit card donations

Yes. Each month, at least 1-2 RESIST donors ask when will we start accepting credit card donations. Also, as we embark on a newsletter subscription drive, it will help expedite payment for subscriptions if we can offer a credit card payment option. If we ever want to “sell” t-shirts, mugs, or tickets to special events, having a credit card program will give RESIST supporters payment options. Additionally, some economists (in a recent NPR report) feel that Americans use their credit/charge cards (whether bank debit cards or actual credit cards) as a means of monitoring their spending. As a result they rely less and less on their checkbooks or cash.

Anecdotally, people I have spoken with claim that they tend to pledge more if they are able to have their credit card automatically charged where all they have to do is pay at the end of each month as opposed to writing a check upon command. e.g. “I donate $50 maybe when I am asked. However, if I can pledge, charge it to my credit card, and have an automatic debit, I tend to donate $300.

2. Do we know how many people will use this service?

No. Boston Women’s Fund claims that 20% of its donors and special events attendees pay by credit card. However, in cursory conversations with the Lesbian and Gay Community Services Center and a few other small to mid-range organizations, they all tout the necessity of having a credit card program for their donors use.

3. How much more staff time will be spent on this endeavor.

Without knowing how many people will use the program, there is no way to know how much time will be spent processing the billing. However, let’s assume, that for every batch of 50+ checks we process every two weeks (this is Resist’s average), there are ten credit card charges that must be processed.

(A) To punch in the actual credit card information (the first time) may take 5-10 minutes.
(B) Once the personal identification information is entered and depending on which program we use, we will only have to enter it once. 2-3 minutes.

(C) Integrate the credit card payment information into the donor program (Paradigm) 5-10 minutes

(D) Enter information into Financial Reports 10 minutes

Approximate Total 22-35 minutes

4. Which of the aforementioned programs is the most cost effective? Taking into account potential need for expansion and upgrading? Is there one or two options that you recommend for us to institute this program?

I believe that IC Verify multi-users is our best bet. The software will give us the best opportunity to maximize our present resources and solicit higher donations. I believe that we can eventually add a program to our website that will allows RESIST to maintain full control over the deposit.

By using the computer software and designing a credit card slip for donors who donate by mail or telephone, we maintain control over how many people have access to our donors’ information.

5. What are the costs for implementing any of the options?

Cambridge Trust $75 Application Fee

3.95% of credit card deposits or $15 per month (whichever is higher).

IC Verify Software $729 software

Tech Support $0 First year. $100 subsequently

egrants.org $100 set-up fee (this can possibly be waived) 6% of each donation less than $2000

6% of each donation of $2,000+

Insurance ???

6. Aren’t we just contributing to the maintenance of global corporate capitalism?

As a society many people use credit cards or debit cards to pay for everything from basic necessities, (food), to bills (mortgage), to cigarettes. More and more people use plastic to keep better record of their spending habits. In order for RESIST to continue to grow and expand its services to present donors and attract new donors, we must position ourselves to make donating as easy as possible. In the December meeting, Nancy Wechsler said that people understand that when they use their credit cards that a percentage is “skimmed” off by the banks. We can make a statement to our donors explaining
the thought that goes into creating a credit/charge card payment program. This statement would include: anecdotal information about people giving more; donating with ease; as the deposits raise our fees will lower; a thoughtful political belief that our goal is to raise money for social change and in so doing we must meet the demands of our donors.

SUMMARY

After completing the research and once again thoroughly considering all of the options, including not instituting a credit card option, my recommendations are as follows:

1. Institute a credit card program.

2. Proceed slowly. Institute an in-house program first using the IC Verify multi-user software. Once this program is in place and operational and our donors have been made aware of the program, wait a few months before implementing an online program. My reasons for this are varied but basically I believe that by implementing the program in stages, it allows the staff to become proficient in one program at a time. Also, if we want to do something online, we could allow people to email us their information and then input the data. A method used by Work Rights Press.

3. I recommend that we begin the process of implementing a program as soon as possible. I “guestimate” that it will take 1-3 months to have all of the paperwork, software and initial trainings before we begin to use the program. We will also need to advertise the program through the Newsletter, pledge letters and house appeals. At this rate the initial program would become fully functional by late Spring or early Summer.
Dear Board member:

For this meeting, we have 15 requests to consider which means we’ll have $19,500 for grants ($1,300 x 15).

Please remember the Maximum grants will be $2,000; Partial grants will be between $500-2,000; and Emergency grants will be $300.

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PLEASE REMEMBER TO SEND IN YOUR PROXY IF YOU WILL NOT BE ABLE TO ATTEND THE MEETING!!!!
Communications Committee Minutes
November 9, 2000

Members present: Jacquie Bishop, Ty dePass, Henry Rosemont, Carol Schachet
Absent: Jorge Rogachevsky

I. Purpose of the Committee
   A. Newsletter: Hank offered an historical perspective on the role of the Newsletter and Newsletter Committee. Yanna used to run the NL, used to be fairly uneven publication. Now it is much more consistent and good with the theme-focused issue and grantees featured. NL Committee has been a working committee with Jorge (and formerly Marc Miller) reading articles for content and Hank proofing the issue after layout.

   B. Website: Carol described the work of the now-disbanded Web Site Ad Hoc Committee, which formed 3 years ago to provide vision and oversight to the development of Resist’s webpage. Carol, Eileen Bolinsky, Steve Wishengrad (local contributor) and Robert Morrison (webpage designer) served on that committee. Set out to provide a tool that would be accessible to potential grant applicants and useful to donors and other progressive activists. Hoped to provide linkages.

Current purpose of new Communications Committee: to effectively communicate the work of Resist and its grantees through the Newsletter, Internet, and other print and electronic media; to provide information and analysis of import to the progressive community; and to contribute tools that will assist in raising funds for Resist.

   C. Other Possibilities: Provide press releases for grantees. Can either decide at a meeting which we want to plug, or offer press releases for all grantees.
      * send out with acceptance packet, or electronically
      * develop “talking points” for Board members who talk publicly about Resist.
      * develop a “travel pack” of newsletters, brochures, grant applications and other material that Board members can distribute when they give talks elsewhere. Also tell local grantees and colleagues that they’re coming to town.

II. Newsletter
   A. Purpose: First, to serve as a political tool. The newsletter is a program of Resist. Second, the Newsletter serves as a fund raising mechanism.
      * suggested that Resist add more foundations to the mailing list to put out our analysis among other funders. Hopefully move some to more progressive analysis. Perhaps do another issue on progressive funding.
      * put Newsletter articles on other organizations’ websites, with links to our own.

   B. Role of Board and Staff: Staff carries out the work within the parameters and vision and mission set by the Board.

   C. Design: Should we change the design? No—it’s clean and readable.

   D. Subscription Drive: Carol mentioned that the Fund Raising Committee will look at doing a subscription drive, possibly concentrating on universities and progressive research
institutions. Can also encourage donors to subscribe for their local libraries and alma maters. Hank added that this is also part of the political mission of Resist, not just fund raising.

Note: Carol distributed a working document outlining possible Newsletter issues for 2001 and a calendar workplan. (See attached)

III. Website
Purpose and Vision: put out Resist’s mission and materials to a broad range of people. Accessible grant applications, Newsletters, etc. Link grassroots groups with one another and with progressive funders; give progressives a place to read and possibly share information.

A. Jacquie is in process of being trained by Robert to upload web pages.
B. Currently upload Newsletters after a brief lag time. Also upload grantees by category and state.

* Can donors have more access to the web site than non-donors? (Eg., use a password to get into chat rooms or something?)
* Do we have the software necessary to track where people come from--how they arrived at the Resist web page? Ty might have that software if we need it.

C. E-Mail/E-Groups: Ty suggests that e-groups and e-mail are the active way to promote the web site (which is passive). Should include a “sign-off” that includes Resist’s webpage with office e-mail. Also access e-mail groups to promote the site. May want to hook up with Tech-Change.

IV. Structure of Committee:
Do we want to have two subcommittees (NL and Electronic) or not? Committee responsible for overall strategies and outreach, vision for communications and how it fits with Resist’s overall work. Can have folks who are more comfortable/knowledgeable about certain aspects of communications concentrate on those things, but the Committee functions as a whole.

V. Next Steps/Tasks
A. Talking Points--Hank will draft them and send to Committee in next couple weeks.
B. Press Releases--Jacquie and Carol will develop templates.
C. Grant Applications-- Carol will talk to Grant Committee about putting local press outlets on the application form or receipt card.
D. Good Website: Ty will browse for good progressive websites that have elements we might want to link to or cobble. Articles, discussions, etc.
E. E-Groups--Ty will put together a list of e-groups that Resist can reach out to.

Next meeting: December 10, 9 a.m. at Resist office.
ADDENDUM TO COMMUNICATIONS COMMITTEE MEETING

At the meeting on November 9, 2000 members did not discuss one item that had been left off the agenda: the translation of materials into Spanish.

Several conversations between Board and Staff have already taken place and numerous issues raised, including (but certainly not limited to):

* Why translate only into Spanish? What about other languages spoken by grantees?
* If materials are available in Spanish, does that imply accessible office support for Spanish-speaking applicants?
* Can we upload a Spanish language application and guidelines on the Resist webpage without offering additional information in Spanish? Does that include accessible staff assistance?
* Who will translate Spanish applications so that they can be read by the whole Board? At what cost?
* What cultural issues do we need to take into consideration when providing a single Spanish translation?

The Communications Committee will begin to discuss this important topic at the next meeting, which is Sunday, December 10 prior to the Board meeting.
The issues and writers below are a first-draft. They can be moved around as needed, replaced or deferred. For instance, we could do an issue on the Middle East in January instead of April. This just gives us a talking point.

January
Issue: Campus Organizing
Possible Writers/Grantees
- Colorado Progressive Students for Justice
- Sisters in Action for Power (Oregon)
- Center for Campus Organizing (Boston, MA) -- campus organizing
- SOUL (California) -- organizer training
- Houston Committee for Youth & Nonmilitary Opportunities -- JROTC/ROTC etc.

February/March
Issue: Grants in Review
Possible Writers/Topics
- Grant-making in review -- Marc? Robin? Another on grant committee?
- Political year in review -- Noam? ???

April
Issue: Middle East
Possible Writers/Topics
- Louis Kampf
- MOBE
- ???

May
Issue: Central/Latin America
Possible Writers/Topics
- What's happening with Sandinistas -- WFP, NISGUA, other
- War Crimes in El Salvador -- CISPES
- privatization/Globalization's impact in the region -- George Vickers?
- US war machine -- Colombia, Bolivia, drug wars, etc.

June
Issue: Queers of Color
Guest Editor: Jacquie Bishop
Grantees
- others
July/August
Issue: Military Expenditures
Possible Writers/Topics
   Pentagon Budget figures
   campus recruitment -- Rick Jahnkow, Project on Youth and Nonmilitary Opportunities
   Star Wars/Space Wars
   Land Mines

September
Issue: Youth Activism
Guest editor: Amanda Matos-Gonzalez

October
Issue: Political Prisoners
Possible Writers/Topics
   Leonard Pelteir Defense Committee
   Mordecai Vanunu
   Mumia??
   Puerto Rican political prisoners
   Grantee?

November
Issue: Environment
Possible Writers/Topics
   Follow-up to genetic engineering issue -- Gateway Green Alliance (St. Louis, MO)
   Clean Air Act -- repel in process?
   Grantees ???

December
Issue: Rural Organizing
Possible Writers/Topics
   Rural Organizing Project (Scappoose, OR)
   Grantees
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Minutes
Grant Committee meeting
January 18, 2001

Present: June Lee, Marc Miller, and robin carton

Agenda

1. Weed out grants for February Board meeting

2. Recommendation to Board for grant increase

The Grant Committee recommends that the maximum allowable grant be raised to $3,000. This may reduce the number of grants actually given under a $250,000 budget allowance for grantmaking in 2001.

[Note: In 2000, Resist awarded 135 grants for a total of $244,400. This was an average of $1,810 per grant. $1,810 is 91% of $2,000. 91% of $3,000 is an average of $2,730 per grant. At this average - Resist would give out 92 grants in 2001 with a budget of $250,000. Resist could give out more grants if the average grant size was lower - e.g. an average grant of $2,500 would mean giving out 100 grants.]

3. Start Up Funding

Based upon questions regarding applications from groups in the start up phase, the Grant Committee recommends that:

Organizations may receive start up funding if there is reason to believe that the group possesses the credibility, capacity and strategic thinking necessary to carry out their goals. Resist will give weight to areas that are important to the left, but are not currently being addressed by other organizations. Resist will be willing to take a risk on these groups, provided that there is a reasonable belief that the organization’s work is important. All start up applicants must complete the Resist Grant Application and be currently eligible to receive grant awards under Resist’s Funding Guidelines.
Grant Committee
Screening List
January 2000

1. Home-Hold: A Single Parent Resource  $2,000
231 Massachusetts Avenue, #205, Arlington, MA 02474-8410  Donna Farina  781-646-1329
Funding for general support for organization which seekd to develop cooperative living arrangements and develop economic strategies for single parents..

Decision:  Leave In  ____  No  ____  Undecided  ____
Comments:  Social services.

2. The Kazbah Project  $2,000
220 West 13th Street, Suite 4D, New York, NY 10031  Bridgit Antoinette Evans  212-358-3195
Grant for Separate but Equal in the American Theatre, workshops that will attempt to begin organizing against the segregation in professional theaters.

Decision:  Leave In  ____  No  ____  Undecided  ____
Comments:  Too big. Not a resist priority - narrow focus. No connection to larger organizing campaign or issues.

3. Pikes Peak Gay & Lesbian Community Center  $1,499.99
P.O. Box 607, Colorado Springs, CO 80901  Christy Pitts  719-471-4429
Funds to purchase a laser printer for organization which fights for G/L/B/T rights in Colorado Springs.

Decision:  Leave In  ____  No  ____  Undecided  ____
Comments:  Too big.

4. Sunflower Community Action, Inc.  $2,000
1540 N. Broadway, Suite 103, Wichita, KS 67214  Laura Dungan  316-264-9972
Funding for a third organizer to address predatory lending issues.

Decision:  Leave In  ____  No  ____  Undecided  ____
Comments:  Too big.

5. Turning Point Roadshow  $2,000
8221 Brookwood Valley Circle, Atlanta, GA 30309  Leigh Scherberger  404-350-9407

Decision:  Leave In  ____  No  ____  Undecided  ____
Comments:  Not much content. Not a priority. No real connection to other groups. 4 people.
To: June Lee, Kay Mathew, Marc Miller, and Nancy Wechsler  
From: Robin Carton  
Re: Grant Committee Meeting  
Date: January 13, 2001  

The Grant Committee meeting date is still unclear - I need to follow up since there is no good consensus on date and time. It will be, however, either January 18th or 19th - but I will e-mail for better conformations ASAP.

In the meantime - here are the grant applications for weeding.

**Agenda**

1. Weed out grants for February Board meeting  
2. Reconfirm or discuss recommendation to Board for grant increase  

Proposal to Board from Prior Meeting:

**Start Up Funding**

Organizations may receive start up funding if there is reason to believe that the group possesses the credibility, capacity and strategic thinking necessary to carry out their goals. Resist will give weight to areas that are important to the left, but are not currently being addressed by other organizations. Resist will be willing to take a risk on these groups, provided that there is a reasonable belief that the organization's work is important. All start up applicants must complete the Resist Grant Application and be currently eligible to receive grant awards under Resist's Funding Guidelines.
Resist Personnel Committee Minutes
1/15/01

Present: Marc, Pam Wee, Kate

Personnel Policy

Pam presented the document. Marc will copy edit and the draft policy will be sent to the Board in preparation for a vote at the February Board meeting.

Evaluations

Jacquie's Evaluation: We discussed some of the issues raised by Jacquie's evaluation, including the need for continued clarification of job responsibilities, development of a work plan, monitoring of time management, skill development and the clearer articulation of Resist's political basis and themes. The Personnel Committee will work with the staff on a plan to address these issues. It was decided to extend probation until on or around May 1. Kate & Wee will meet with Jacquie to discuss evaluation results and a collaborative approach to the issues raised above will be discussed at the next Board/Staff lunch.

Amanda’s Evaluation: Probation is complete and permanent status is recommended.

We’ve Got a Problem

The Committee is in agreement that the organization’s system of staff evaluations and general Personnel Committee involvement with staff issues is not working well. The Committee is not in a position to supervise the staff, nor are we expected to provide supervision and day-to-day personnel management. In practical terms, we can't provide these services from afar. It is our understanding that the staff is not comfortable with an internal supervision system. This leaves us with a lack of formal management that becomes problematic when there are personnel issues to be addressed.

Under these circumstances, it is unreasonable, and therefore unfair to both staff and Committee members, to expect the Committee to perform evaluations and hold staff accountable. We think that this system is not serving the staff well and is exhausting and demoralizing to Committee members.

We ask that the full Board work with us in discussing these issues and finding a resolution that works better for all concerned.

Next Meeting: March 19, 6:30 PM, place to be announced
Personnel Committee Role
Summary of 6 Survey Responses

What pieces of the Personnel Committee's roles are essential to keep? And for those duties that you think should not be housed with the Personnel Committee, which entity in the organization should deal with it?

The general consensus is that the Personnel Committee should maintain a mentorship role, act as a liaison between Board and Staff, facilitate a grievance process, and oversee the orientation and training components for new staff.

The split is on the role that the Personnel Committee should have, if any, in the supervision and evaluation of staff. From non-staff Board members' perspective there is a push for staff ownership of the supervision and evaluation process. There are varying degrees of this perspective: one end of the spectrum being the Committee should oversee a staff-run process to the other end being that the Committee should not be involved in management activities such as these. The most consistent suggestion being some sort of office manager role within the staff. The perspective of staff-Board members is very different in that the suggestions maintain that Committee should assist in the evaluation/supervision process.

What were the negative portions of the evaluation process? What were the positive portions? (This is primarily addressed to staff and former Personnel Committee members).

Negatives: It was a difficult process all around. It was difficult to share and obtain clear and complete peer evaluations. The confidentiality of some statements was unhelpful and the process for peer evaluation seems unstructured, unclear or at least uneven. Factors that contributed to that include the fact that not all staff has equal knowledge of every other staff members work – some work more closely with others; the weight of peer evaluation is tremendous and the potential affect on a colleague is tremendous; many confidential conversations with the Committee gave much information but inhibited follow-up, increased suspicion.

The change in the tone of the evaluation and in the process was striking for continuing staff. The interpersonal dynamics among staff and between staff-board are factors that weighed in. And concrete examples and steps for follow-up for negative examples were hard to get to in both peer and non-peer portions of the evaluations.

Positives: The overall sentiment is that whatever happens next will determine the positive aspects. The opportunity to reflect was mentioned most frequently.

What is your preference for an evaluation process? What is the role of the Personnel Committee or the staff in this? What model of staff supervision would you suggest for the organization as it grows? (There have been various models suggested at different Board meetings)

Although these questions initially split the topics of evaluation and supervision the responses indicate the need and desire to keep the two linked. The responses echoed that of the first question. The split from non-staff Board members and staff Board members is evident in that the latter indicates a preference for some Committee involvement in both evaluation and supervision while the former indicates a preference for more staff autonomy and perhaps a specific staff role that takes on these duties.
The difference is not too wide with the exception of the office manager (or whatever title) that is being suggested. There is a sense on most responses that the peer evaluation needs to happen and be prominent but revision needs to happen with the form, the purpose and the training of staff to use the tool in a clear and helpful manner.

How would you suggest Resist go about making this decision?

Consensus is on bringing this to a larger discussion based for further discussion after a committee has done some investigation such as looking at other organizations and their models and to bring specific recommendations for reaction. The discussion could be part of the retreat if this is viewed as an organizational growth, strategy or major change. Almost all the surveys suggested that this be incorporated as an overall restructuring or strategic plan (whatever language is preferred).

Other ideas/suggestions:

Hiring: decision about how we are hiring – qualified candidate or someone to train; what other issues is this tied to organizationally;

New/Current staff: separating the evaluation of continuing staff and new staff therefore using different forms with a different perspective and goal based on status as continuing staff or new staff.

Some statements suggest that there is a need to clarify organizational expectations, specific job descriptions and work plans and how these entities factor in to supervision and evaluation of staff performance.
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Grants Application Requests
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Board Development Committee Meeting
November 27, 2000
Present: Amanda Matos-Gonzalez, Eileen Bolinsky, and Ty dePass

Agenda

1. Board Development Responsibilities
2. Future: New Board members
   Outreach
   Process- interviewing, selection, orientation
   Mentoring
   Board Development/education

Minutes

Pursuing New Board members

A: Wondering if it’s a good time to bring on new folks with unresolved board issues. Need for more board members with different skills, and more young people.

T: Good number, 8-15 for people in board. Concerned that we have a minimum number. Brings up continuity questions that can be worked into orientation - doesn’t matter new folks and old folks. Would like to go ahead and bring in new board members. Fresh perspectives get older board members to think about what they value about the organization.

E: Need to continue to bring new people in since it’s a long process. Need to do outreach for board committees.

Recommendation: Board Development Committee recommends we pursue looking for new board members.

Work Plan and Tentative timeline
Three month process: December – February
**December:** Identify prospective Board members. Amanda will contact those who have already sent resumes or expressed interest in joining the Board. Board will identify others and ask them to send in resumes.

**January:** Group orientation. Prospects will meet as a group with board members.

**February:** Interview prospects & select candidates to present to the Board.

Board must adhere to our proposal for diversity: two-thirds of all new board members selected … special outreach to African-Americans and Latinos/Latinas.

On December 21, 1999 (board retreat), the Board made a decision to diversify the Board.

"Vote: To accept the proposal presented by the Board Development Committee that: Two-thirds of all new Board members be selected to promote racial or ethnic diversity, with a special focus on outreach to and recruitment of African Americans and Latinos/Latinas. The ratio will be evaluated yearly."

Also, outreach for board committees especially for someone with skills in finances.

Need mentor for Mario.

**Board Development Committee Responsibilities**

- Outreach and recruitment of new board and committee members.
- Orientation and mentoring of new board members.
- Promoting training and education of the Board.

Not clear what the Board Development committee’s role is concerning Advisory Board.
Africa/Asia/International

1. Indonesia Human Rights Network $2,000
747 10th Street, #2, Washington, DC 20003 Lynn Fredriksson 202-546-0044
Funding for first U.S. gathering of Indonesians and Indonesia activists to launch a Public Education and Outreach Campaign for group dedicated to ending U.S. military rule and realizing human rights throughout Indonesia.

Decision: Full _____ Partial _____ No _____ Undecided _____
Comments:

Community Organizing/Anti-Racism

2. Appalachian Peace & Justice Network $1,939
18 North College Street, Athens, OH, 45701 Debbie Phillips 740-592-2608
Support for a strategic planning process for organization which empowers and challenges groups to work for peace and social justice.

Decision: Full _____ Partial _____ No _____ Undecided _____
Comments:

3. Peace Action Maine $2,000
P.O. Box 3842, Portland, ME 04104 Rosalie Tyler Paul 207-772-0680
Funding for the Racial Profiling Project, a coalition committed to ending the practice of racial profiling in Maine.

Decision: Full _____ Partial _____ No _____ Undecided _____
Comments:

4. Union de Vecinos $2,000
P.O. Box 33164, Los Angeles, CA 90033 Leonardo Vilchis 323-261-6059
Funding for general support for program that hires and trains public housing residents to be organizers within their own communities.

Decision: Full _____ Partial _____ No _____ Undecided _____
Comments:
Environmental

5. West Virginia Citizen Research Group  $2,000
1324 Virginia Street, East, Charleston, West Virginia 25301  Linda Mallet  304-346-5891
Funding to develop a coalition that can respond to a range of environmental threats in West Virginia.

Decision:  Full  __  Partial  ____  No  ____  Undecided  ____
Comments:  

Gay/Lesbian/Bisexual/Transgender

6. Unity Leadership  $2,000
5221 Bayshore Boulevard, #55, Tampa, FL 3361-4170  Ted Howard  813-835-1177
Funding to develop the Sarasota Unity Leadership Conference which helps strengthen the local lesbian, gay, bisexual and transgender community.

Decision:  Full  ____  Partial  ____  No  ____  Undecided  ____
Comments:  

Labor

7. Southern Anti-Racism Network  $2,000
P.O. Box 52731, Durham, NC 27717  Theresa El-Amin  919-403-8229
Funding for Triangle Jobs with Justice, an inclusive coalition supporting the rights of workers to organize in the South while opposing racism and homophobia.

Decision:  Full  ____  Partial  ____  No  ____  Undecided  ____
Comments:  

8. Vermont Workers' Center  $2,000
P.O. Box 883, Montpelier, VT, 05601  James Haslam  802-229-0009
Funding for general support for organization which serves as a resource and organizing force for livable wages, workers' rights and other community activism.

Decision:  Full  ____  Partial  ____  No  ____  Undecided  ____
Comments:  
Media/Culture

9. Committed Artists of Color $2,000
370 Manhattan Avenue, Suite B-2, New York, NY 10026 Daniel Carlton 212-613-3112
Funding for *Shelter*, an interactive stage play about the lives of low-income and homeless men, women and children.

Decision: Full _____ Partial _____ No _____ Undecided _____
Comments:

10. Independent Media Center- Philadelphia $2,000
P.O. Box 42803, Philadelphia, PA, 19101 Maria Danielson 215-476-8068
Funding to purchase audio equipment for the Radio Volta Webcast Project which will provide cultural, educational and news content not available through mainstream media.

Decision: Full _____ Partial _____ No _____ Undecided _____
Comments:

Middle East

11. Dallas Peace Center $2,000
4301 Bryan Street, #202, Dallas, TX 75204 Rita Clarke 214-823-7793
Funding for *Sanctions Strengthen Saddam*, a campaign opposing the US/UN economic sanctions against the people of Iraq.

Decision: Full _____ Partial _____ No _____ Undecided _____
Comments:

12. U.S. Campaign to Free Mordechai Vanunu $2,000
2206 Fox Avenue, Madison, WI, 53711 Sam Day 608-257-4764
General support for group which challenges the proliferation of nuclear weapons within the U.S. and its favored allies, and to secure the release of Mordechai Vanunu, imprisoned for blowing the whistle on Israel's undeclared nuclear weapons arsenal.

Decision: Full _____ Partial _____ No _____ Undecided _____
Comments:
Peace/Anti-Militarism

13. Brandywine Peace Community $2,000
P.O. Box 81, Swarthmore, PA 19081  Robert M. Smith 610-544-1818
Funding for an eight month direct action campaign which will focus attention on the world's largest weapons manufacturer, Lockheed Martin.

Decision: Full ____  Partial ____  No ____  Undecided ____
Comments:

14. Nebraskans for Peace $2,000
941 O Street, Suite 1026, Lincoln, NE 68508  Elizabeth Goodbrake 402-475-4620
Funding for general support for grassroots advocacy organization working nonviolently for peace with justice through community building, education and political action.

Decision: Full ____  Partial ____  No ____  Undecided ____
Comments:

Prisoners

15. Southland Prison News $1,800
PMB-339, 995 Massachusetts Avenue, Cambridge, MA 02139  Julie Falk 617-441-3379
Funding to send brochures and information packets to prisoners and activists to promote education and to organize a campaign targeted to change Department of Corrections policies on Hepatitis C.

Decision: Full ____  Partial ____  No ____  Undecided ____
Comments:

Total Number of Requests  15 regular grants; 0 multi-year grants; 1 emergency grants; 0 loans; 5 not on agenda
Total Amount Requested: $29,739
Total Allocation for Cycle: $19,500
Total Grants: $ regular grants; $ multi-year grants; $ emergency grants
Total Loans: $0
Total Allocated: $ regular grants; multi-year grants; emergency grants
Total # of Grants Allocated: 0
Total # of Loans Allocated: 0
Total # of Grants and Loans:
NOT ON AGENDA

1. Home-Hold: A Single Parent Resource $2,000
   231 Massachusetts Avenue, #205, Arlington, MA 02474-8410 Donna Farina 781-646-1329
   Funding for general support for organization which seekd to develop cooperative living arrangements and develop economic strategies for single parents.
   *Reason*: Social services.

2. The Kazbah Project $2,000
   220 West 13th Street, Suite 4D, New York, NY 10031 Bridgit Antoinette Evans 212-358-3195
   Grant for *Separate but Equal in the American Theatre*, workshops that will attempt to begin organizing against the segregation in professional theaters.
   *Reason*: Budget too large. $180,000. Not a Resist priority - narrow focus. No connection to larger organizing campaign or issues.

3. Pikes Peak Gay & Lesbian Community Center $1,499.99
   P.O. Box 607, Colorado Springs, CO 80901 Christy Pitts 719-471-4429
   Funds to purchase a laser printer for organization which fights for G/L/B/T rights in Colorado Springs.
   *Reason*: Budget too large. $183,900.

4. Sunflower Community Action, Inc. $2,000
   1540 N. Broadway, Suite 103, Wichita, KS 67214 Laura Dungan 316-264-9972
   Funding for a third organizer to address predatory lending issues.
   *Reason*: Budget too large. $192,700.

5. Turning Point Roadshow $2,000
   8221 Brookwood Valley Circle, Atlanta, GA 30309 Leigh Scherberger 404-350-9407
   *Reason*: Not much content. Not a priority. No real connection to other groups. 4 people.
RESIST BOARD POLICY DECISIONS

February, 1982 through August, 2001

2/21/82 Grants Application Deadline. The Board decided that all grants must be in the office three weeks before board the next meeting.

4/26/82 Board and Staff Relationship. Board members will be more available to staff, i.e. regular board/staff meetings.

12/13/82 Hiring of Additional Staff Person. This was decided on previously (I can't find out when from the minutes). It was decided to postpone hiring until March of '82 because of lack of funds.

3/6/83 Loan Fund. "The fund would be available for loans to groups planning different fund raisers...... We would give loans in increments of $250 and suggest that when the loan is repaid that the loanee kick in a little extra (suggested 5%) to add to the fund...."

4/17/83 Mailing List. "... decided we would be very cautious about who we gave our mailing list to ..... Staff would consult with at least two board members before giving out the list..."

Loan Fund. to place funds into socially-responsible investment fund.

5/22/83 Black United Front. After continuing discussions, it was decided not to fund them in the future because of divisiveness, separatist, nationalistic, sexism, anti-semitic.

Board Packets. "...we will send them (only) to those who want them. Everyone else will get the cover letter only."

6/19/83 Tax Exempt Status. The Board approved at this meeting that Resist would apply.

New York City Meetings. "We will try to meet there twice per year."

10/9/83 Guidelines for Loan Fund. "...loans will go for fund raising mailings and not subscription campaigns, (staff) will put together a form letter promissory note stipulating that Resist will be repaid as soon as the returns of mailing come in. ...write up guidelines stressing that the fund is a movement fund..."

11/21/83 Staff Salaries. "After each year of working at Resist, staff people will receive a 10% increase in salary in addition to cost of living increase."

11/21/83 Recruiting New Board Members. "Agreed to seek new board members, particularly women and people of color who could regularly attend meetings in Boston area."

1/15/84 Question of focusing more attention/energy on Central America. Decision not to do so but to improve outreach to movement groups; to link issues; to use newsletter as a resource. Also to: print reports by or about groups we've funded issues; expand our mailing list to include groups who could be potential grantees; print bibliographies in the newsletter; break down our list of grantees into appropriate categories for the type of work they're doing.

2/21/84 Grant Making. The Board decided the maximum size of a grant would be $600.

9/16/84 Money market account. The Board decided to put $25,000 into a socially responsible account. The staff will borrow up to $5,000 to $10,000 for direct mailings with board approval and pay back the loan when the mailing comes in.

Typewriter. The Board agreed that staff spend up to $800 for a new typewriter.

12/9/84 Tax-exempt conduit. The Board discussed letting other groups use Resist as a conduit for contributions. Need to find out more on how other groups do this. May consider taking a percentage.
3/3/85  Personnel. The Board decided that one staff would be a voting member but that both could participate in hiring process.

New board members. The Board will write up a job description and form a committee.

Audit of books. The Board decided to hire an accountant.

4/28/85  Grant Making. The Board decided to allocate $250 for each proposal received for each meeting.

Finance planning committee. The Board decided to constitute a committee to deal with the question of investments.

7/14/85  Movement building. The Board made a decision to set aside $15,000 in a high interest certificate of deposit to be used as a down payment on building as Resist’s part of purchase price with other groups in Boston area.

Fiscal sponsorship. The Board decided to offer such for groups on a case by case basis with the following criteria: fiscal responsibility of the group, politics, and reliability. We’ll charge a percentage of the income channeled through Resist for administrative costs. Decisions to be made at board meetings - same process as giving grants.

9/15/85  National War Tax Resistance Committee. The Board “decided to offer Resist as a fiscal sponsor for this organization contingent on the staff developing a process....”

10/20/85 Time limit on grants. "We made official a fuzzy unofficial policy regarding how often groups can receive a grant. Groups can reapply for a grant one year after receiving one. Exceptions may include: task forces/special projects of an organization i.e. CISPES; groups working on issues prioritized by Resist board. Decisions regarding eligibility when above exceptions are in question will be made by the staff. There is not time limit on reapplication if a group is rejected.”

12/1/85 Fiscal sponsorship (cont’d). Meredith and Nancy M. worked up a f.s. contract and guidelines for groups that want to work under our tax-exempt umbrella. On file in office.

1/26/86  Board Outreach. The Board made a decision to recruit more people of color and disabled people for Resist board.

5/4/86  New computer for Resist. though it's not explicit in the minutes, there was some decision to obtain a computer either by purchase or gift.

New office. to move to 1 Summer St. with D&S & RA and to share space with Honduras Information Center. Also to cover phone moving expenses of HIC to smaller office.

Movement Building. The Board agreed formally to become part of a new non-profit corporation with other organizations and have a seat on that board.

8/10/86  Grant Making. The Board approved a new grant application form worked on by Nancy M., Roxanna P. and Nancy W.

National CISPES. The Board affirmed previous decision not to consider funding the national (big budget) but to continue to fund locals and regional groups.

9/21/86 Computer bookkeeping. The Board decided that Meredith S. will be hired to do this to be paid or her HCHP insurance paid. Nancy W. will work one day/month less.

Newsletter editor job/salary. The Board decided to hire a staff position, not a consultant; $7.50/hr., no health insurance paid; 10 hr/wk average per month, paid time for board and staff meetings; one year minimum commitment; any time not used on NL to be office time.

11/9/86  Quarterly tax work. Meredith S. to be paid $10/hr for the 2-3 hrs. every three months to do this.
Resist priorities for funding. The Board will establish priority sectors for funding every six months.

Resist priorities through July, 1987. The Board decided on a list of: Middle East work, Sexual Politics (including anti-homophobia, gay/lesbian, feminist, and reproductive rights), Central America work around Honduras and Guatemala, and anti-racist work which includes the following: Native American issues and organizing, white or multi-racial groups doing anti-racist organizing, and organizing by autonomous people of color groups, and "genuinely radical groups from outside the usual urban centers".

Movement Building Coalition. This coalition is now named the Community Building Corporation. Revised decision to invest $15,000 in the purchase of a building. Voted to invest $10,000 instead.

Policy decisions made prior to this date.
Changes made: - Loan Fund - guidelines to read "loans will go for fund raising mailings and subscription campaigns" - delete "not".

Money Market account. The account guidelines have been hanged to read "The staff will borrow from $10-15,000 for direct mailings with approval at a board/staff lunch meeting, and will pay back the loan when the mailing comes in."

Grant Making. The Board increased the size of amount given to $200 allocated for each proposal considered at a given meeting.

Board Outreach. The Board decided that when possible "at least one person of color from Resist should be at interviews for new board people. We also agreed not to interview or to add any white people to the board at this time but to keep focusing on adding people of color

New officers for Resist Corporation. The Board elected: Louis Kampf, President; Kate Cloud, Vice President; and Nancy Wechsler, Secretary/Treasurer

Second Phone Line for Office. The Board agreed to do this.

Line of March related groups. In our consideration on funding a proposal from Somos Hermanas of San Francisco, which our contacts tied to Line of March, it was "discussed whether or not we would fund LoM, regardless of the project. We finally agreed not to fund them because of their connection to LoM... We agreed we would still be willing to give money to a coalition where they are members, but not in control of the group." This seems to go along with a long-standing tradition/policy of Resist not funding sectarian groups.

Newsletter Editor - We agreed to increase the job to 50 hours per month and to re-evaluate this after 6 months to see if that was realistic

Priorities. It was decided to continue the previous Resist priorities (see 2/9/87) for the next six months and to add groups doing Asian and Pacific work, Korea, and groups working for a nuclear free and independent Pacific

Supplemental Funding for Disability/Accessibility - this was agreed upon. Details to be discussed at Nov. 8th meeting. Postponed until Jan. 31, 1988 meeting.

Priorities and Policies Meetings. "We would have a policy meeting of from 3-6 hours where no grants would be discussed. We would discuss priorities at this meeting unless we decided to change our policy on setting priorities. At a regular Resist meeting approx. 6 months later we would re-evaluate priorities and be able to add or subtract."

Board members bios. It was agreed that since there are many new Resist board members, everyone would write a one page personal/political bio collected by staff and mailed to all board members.
12/13/87  **Minute Taking at Board Meetings.** The minutes would have more summary of discussion and less specific attribution. It was suggested to try this for a few months and re-evaluate. It was also decided to try to rotate minute taking among the board rather than have only one person do it.

**Funding for Social Service Groups/Projects.** It was agreed to have periodic discussions on funding such groups/projects as well as develop a general criteria for funding.

**Postponed discussion items.** It was decided that items postponed from a previous board meeting would be placed first on the agenda of the next.

**Line of March.** It was decided to re-evaluate this decision as soon as possible.

1/8/88  **Amount of Grants.** Decision to change policy on amount of emergency grants maximum from $100 to $150. Decision to change base amount per grant from $200 to $300.

**Sectarian Groups.** To clarify: Our general policy relating to projects proposed by sects has been to judge them case by case, judging whether the projects are useful for movements, rather than just recruiting for the sect. We decided to stick to this policy.

**Priority Status.** We decided to add mention of priority status to our printed yearly guidelines but not to mention specific issues.

**Accessibility proposal:** we approved the proposal as follows: 1) In order to push groups to make events accessible, and concretely support projects to do so, Resist will send out a note with the grant guidelines mentioning its commitment to accessibility and letting people know that if they have projects/events they want to make accessible they can apply to Resist for a grant for such project. These grants will be considered at regular board meetings along with all other grants and be judged in the same way as all other grants. (2) The limit of only receiving one grant per grant year would not apply. If a group applied to us once for making an event accessible they could also apply to us again for another project. (3) We would add a note to our 1988 grant guidelines including accessibility projects as one of the things we fund.

3/20/88  **Grants amount formula.** We decided to change our decision of 1/31/88 from $300 to $250, feeling that sum was too high. We also decided to reconsider this whenever it seems possible, taking into consideration Resist's financial picture.

**Token Grants.** Raising "token" amount for grants - we decided to keep this at $100 for now and to reconsider it when we can.

5/8/88  **Staff bonus for 1987.** Bonus of $250 agreed to. This is on a one time basis.

**Additional office space.** Decision to rent office space when available. Cost would be another $50 per month if shared with Dollars & Sense. If this doesn't work out, staff will consult with board members.

6/2/88  **A new Resist Personnel Policy** proposed by the staff was discussed, revised and approved at this special Policies Board Meeting. Also approved were the proposals for staff salary and health insurance. All board members were sent copies of the accepted Personnel Policy. Copies are available at the office.

**Personnel Committee.** In addition to the above, the board decided to constitute a Personnel Committee consisting of board and staff members with the staff involved in all stages of PC Committee work except when staff is under discussion. The PCC beside responsibilities mentioned in Policy will come up with guidelines for staff self-evaluation process.
The Resist Funding Priorities approved in September, 1987 were approved to continue with the following changes:

1) from "work around Honduras and Guatemala" to "Central America, specifically projects that take into account a regional perspective on the area, including Panama and Belize."

2) to add to our priorities, "local grassroots activist groups organizing a political response to the AIDS epidemic. That political response should take into account the homophobia and racism that has surrounded the response to the epidemic."

3) A separate item, not a priority but rather a clarification: We agreed that we would fund groups of Central Americans working around issues of their own rights and to gain a better understanding of what is going on in C.A. so that they can articulate this to U.S. audiences. We will fund such groups as long as some of their work is organizing here in this country.

It was decided that, because of the Community Building Corp., of which Resist has been a member, has for some time been going nowhere, Resist will withdraw as a member. Since we had pledged $10,000 from the Resist investment account as a down payment on a collective building, we would withdraw that the commitment of that sum also and earmark that sum for general Resist use.

Expectations of Resist Board members - we approved the following:

1) Active members: Active members participate in board meetings and committee work. If unable to attend a meeting, board member will send proxy sheet. Non-Boston people should try to attend both NY meetings plus two Boston meetings a year. Boston people should try to attend all meetings. Active members receive packets; attend board meetings or send in proxy sheets; participate in committee work.

2) Inactive members: Board members who know they will not be coming to meetings for a period of time and do not want to make a commitment to sending in proxies should notify staff. Staff will stop sending packets until member notifies them about returning to active status. Inactive members do not attend board meetings or attend infrequently; do not receive packet; are open to being contacted for consultation when appropriate.

3) Staff follow-up: Staff should call people who have missed two or three meetings in a row to inquire about status. Does board member want to remain active and keep on receiving packets. A "welcome back" packet should be prepared for board members coming back from inactive status. This could include policy decisions and other pertinent material to update member.

The Arthur Raymond Cohen Memorial Endowment. One of our contributors, Walter Cohen, offered to give $10,000 to Resist in the name of his father. The offer was accepted. The guidelines are: "The Arthur Raymond Cohen Memorial Endowment is designed to support the causes to which Arthur Cohen (1918-86) was committed: opposition to the arms race, the cold war, and American intervention abroad; and support for civil liberties, the fight against racism, and the struggle of workers and unions at home." The board of Resist would make the decisions on which groups to fund. We voted to use the interest on the funds to make one or two grants per year in the name of the Endowment; to inform Walter Cohen of each grant. It was also agreed with Mr. Cohen that Resist could use the principal if we need to.

We voted to set up a Newsletter Advisory Committee composed of some board members, some Resist readers and the newsletter editor. The purpose is one of consultation and help to the NL editor. This committee will be convened once or twice a year at her discretion.

Voted to rent more space for office at One Summer St.

Resist priority issues - we decided to continue with the same as 6/88.
The Bernard Estate funds in the Resist Working Assets Account - the Board agreed on the following: "Resist agrees to keep $25,000 in a Working Assets money market account to be used for prospecting mailings (or in certain circumstances, general or other fund raising). This is a revolving fund. In other words, up to $25,000 can be used for prospecting mailings but must be returned to this account for future use. The first money that comes back from those mailings must go back into this fund. This fund will remain at $25,000 even if the prospecting mailing loses money. Staff should report to and get ok from board/staff lunch and/or board meeting about plans for prospecting mailings. If we are in such a financial state as to need to dip into this $25,000 for general operating expenses, this situation would need to be brought to the attention of the board."

Board voted each staff person a bonus of $300 for 1988.

Staff Raises. Time to switch from the old 10%/year raise system to an hourly wage increase on the anniversary of hiring. It was voted to give Nancy Moniz a 50 cent/hr. increase in May with an option of her taking two additional unpaid vacation weeks in the next year (with three weeks paid vacation). Nancy Wechsler and Tatiana will get this increase next April on Wechsler's anniversary date. Wechsler also has the option of an additional unpaid vacation week as well.

New computer. It was decided to buy an AT compatible clone with a 286 chip. The board allocated up to and around $2000 for this purpose. We will keep the present computer as well.

Windfall Gift. An anonymous donor has offered to give Resist $75,000 per year for three years. We gratefully accepted and made the following decisions:
* For the present we will put the received funds into our Working Assets Investment Fund but will explore other high interest, low risk options such as the Calvert Fund.
* We will not raise our maximum grant at this time but will raise our formula for funding to $350 per proposal at a given meeting. This should allow us to give out full grants. Once we are at this point, we will be able to discuss a proposal that we might go over the maximum a few times at each meeting for groups that we feel that the extra money would really help.
* We decided to take $5,000 of the gift in its second year and add this to the prospecting mail fund of the Working Assets (or other) Investment Fund. We will also do the same in the third year.
* We decided not to increase the Loan Fund but can re-evaluate this in the future.
* It was decided to increase the hourly wage of Nancy Wechsler and of Tatiana Schreiber to that of Nancy Moniz. (Raises for these three staff persons would occur on May 1st.) We also agreed to add one more paid week of vacation for all staff making a total of four weeks. In the case of Tatiana, since she is part-time, it was decided that, if she couldn't take the week in a given year and didn't want to roll it over to the next year, she could get paid for that week of untaken leave at the end of the year.
* We decided to do a generic pamphlet of where to start looking for grants for groups. NM will do this and Resist will pay for printing costs.
* It was decided not to make this major donation public at this time but to possibly do that in it's third year.

Rose Endowment. A donor has offered $5,000 but wants this to go into a Resist Endowment Fund (which doesn't exist as of now.) After much discussion it was decided to set up such a Fund. But in order to keep special track of gifts into this Fund and to name a grant given from a specific gift, the donation has to be at least $10,000. Otherwise we will just distribute interest from this fund as an unnamed grant. It was also decided to distribute interest on this when it accumulates enough to give out a grant.

Cohen Endowment Fund. We decided to distribute the interest as a grant or grants at the last meeting of the year.

Resist Mailing List. A change of a previous policy on our active contributors list: to have both our "active" and "inactive" lists at our mailing house and to have Nancy Wechsler judge (with input from other staff) when are the best times and which are the best groups to trade and/or sell instead of coming to the board each time. We would only let other groups use our active list when whey were groups whose list we also wanted to use. A group could still come to the Resist board and ask for a one-time use of our list in lieu of a grant.
10/22/89 **Windfall Gift.** We decided to switch some of our money market accounts from Working Assets to Calvert if that is what Bob Zevin suggests. A sub-committee (Louis K., Pam C. and staff(?)) was formed that would have the authority to help staff make decisions, if decisions needed to be made between board meetings.

12/3/89 **Windfall Gift (cont'd).** We decided to accept Bob Zevin's recommendation to put $50,000 of this into the Calvert Bond Fund. We also decided to change a decision made on 7/23/89 and not use $5,000 of the Windfall Gift second and third years' gifts for prospecting mailings.

1/21/90 **Staff Bonus for 1989.** The next board/staff lunch meeting will decide on the bonus for the staff.

3/4/90 **Staff Bonus Decision.** At the board/staff lunch with Ken Hale it was decided to make a bonus of $375 for each staffperson. Board agreed to that bonus.

3/21/90 **(Board/staff lunch)** - At the lunch with Louis Kampf, staff vacation time terms were discussed. It was agreed that the 4 weeks for each staff person would be from anniversary date to anniversary date.

4/22/90 **Staff Salaries Raise for 1990.** The board agreed to give each staff person a 75 cent an hour anniversary raise.

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**Newsletter Editor Hours.** Board/staff lunch proposed that the newsletter editor position be increased to 14 hours/ week. The additional 1 1/12 hours per week will be used by the editor to do other Resist work to include attending staff meetings and consultation with staff. The Board agreed to this change.

6/17/90 **Resist/Prison Book Program Typewriter Project.** The next staff/board lunch will decide whether to continue this project and to make another grant for expenses.

7/29/90 It was decided at the staff/board lunch to make another $600 grant to start another round of the Typewriters for Prisoners Project.

9/23/90 A decision was made to put $50,000 (of the "anonymous donation) in a First Trade Union 1 year housing CD. By the end of the year we should decide whether to pay someone to manage our funds, or to help manage them.

10/16/90 We all agreed that there is no policy against funding student groups, per se. Student groups don't have to connect with community organizations/people.

Agreed that we do not fund social service groups (or conferences) with no political agenda.

Decided to do away with our priority issues policy. We decided to have our own little secret option of being willing to fund a group more than once a year, but not advertise this.

Decided to keep our grant maximum the same for one more year and re-evaluate this next year.

Agreed to continue making decisions on homeless organizing on a case-by-case basis.

12/16/90 "Cohen grant money should not be above and beyond the regular amount we have for the meeting. We don't necessarily need to spend the interest from our little 'Resist Endowment' account. We can let it build up."

2/3/91 **Agreed to start talking about how to celebrate Resist's 25th anniversary in late September/early October of 1992.**

Agreed to change the language in that part of our Personnel Policy which refers to "maternity/paternity/adoptive" leave. Changed to "parental" leave and agreed that it covers the non-biological parent.
3/17/91  We allocated an additional $300 to the Typewriters for Prisoners Project for this round of the project.

Decided to print an updated version of the "Finding Funding..." booklet.

6/23/91  Discussion of 25th anniversary. We decided that we would need to add additional staff/hours. Yana and Nancy W. would come up with a tentative job description.

Decided to try a new system of setting the dates for meetings well in advance.

Decision to offer a version of the Resist guidelines and application form in Spanish. We would have a deadline for applications in Spanish which would be one week before the regular deadline.

11/3/91  The nomination of Larry Goldsmith to become a member of the Board of Resist was approved by the Board.

It was decided to publicly celebrate Resist's 25th Anniversary, commencing in October of 1992. We agreed that Tatiana Schreiber would coordinate the anniversary events, starting in January of 1992 (with some hours before that), and working on that for an additional 10 - 15 hours per week. There would be a Boston event and a New York event. New York board members will meet and coordinate through Yana.

1/26/92  After a poll of board members not at this meeting, as well as a discussion by members present, it was decided to raise the maximum grant amount from $600 to $800. We also raised the formula we use to determine funds available for grants at each meeting from $350 to $480.

A $350 bonus per staff person for 1991 was approved by the board.

The board approved a request by Nancy Wechsler that, for her parental leave as stated in the Resist Personnel Policy, she would like to, after the 8 weeks paid leave, drop back to 3 days a week for up to a year. We would come up with a hiring process both for someone to replace her if she is gone for 6-8 weeks in the summer, and for the one day a week.

3/15/92  Cheryl Smith was nominated by the Board Search Committee and approved by the Board to become a member of the Resist Board.

It was decided that a staff/board lunch would make the decision on hiring of any additional consultants and finances of Resist's 25th anniversary project.

The Board accepted the proposal of a board/staff lunch to raise the "Token" grant from $100 to $150, and the "Some" grant to $275, and to leave the Emergency grant at $150.

It was also decided to make one grant a year the Mike Riegle Tribute Grant, the funds coming from a meeting's regular pool of money. The Guidelines for that grant are that it would go to a prisoner group, prisoner support group, or a gay/lesbian prison group.

Parental leave - revised proposal. See minutes.

It was decided that Tatiana would be given compensation for 6 sick days/personal days. Her bonus will be pro-rated, based on hours/week work in a given year. It was also decided that Tatiana, if she works on a holiday, will pay herself for one day of work for that day.

4/26/92  Staff Raises. Proposal of board/staff lunch accepted, to raise staff salaries by .25/hour for this year. Staff proposed to review salary policy which is open-ended. Staff will, before their next anniversary, draft a proposal, bring it to a board/staff lunch, and then to the board for approval of any revision in the policy.

7/19/92  Finances. Proposal by Nancy W. and Cheryl S. to transfer Resist funds from First Trade Union and Working Assets to Calvert accepted and passed by board.
Press work for 25th anniversary. On the recommendation of Yana, we decided to pay a press person, Rick Schwartz, to do public relations for the anniversary year. The salary/budget for this part-time work was $750.

Staff Bonus. The board decided to award the staff a bonus of $300 with those of Yana and Kate G. to be prorated on that figure.

Grant ceiling/Finances discussion. "After a long and well informed discussion, with input from many people, we decided to maintain the (current) ceiling of $800 until the end of 1993 and review it when we have adequate figures - either the December books, or the full audited figures."

We decided to raise out formula to $500 per proposal at a given board meeting. "If we still do not have enough money to full fund all the groups we want to fund, we can still decide at the end of the meeting whether we want to over-ride the formula and give out additional funds."

Application Form changes. The board approved some changes being made in our application form (please see form), including the deletion of the headings "General Information" and "Political Information", and the inclusion of a new category under question #10 - "f. Youth."

Staff Raises/Benefits. Proposals submitted by staff. The board decided to refer this to a meeting of the Personnel Committee (Tess E., Ken Hale, staff and Cheryl S., as a consultant) to work out a proposal for presentation at a future board meeting.

Yana requested an additional $750 to cover costs of an additional mailing and food for the Resist Art Show. The Board voted to allocate that sum.

The Board (not including the staff members) presented a Memo to the staff on their decision concerning the staff's requests for additional benefits for 1993 (please see Memo in files.) The Board decided that they could not grant the requests.

The Board decided to allow compensation of funds to Nancy Wechsler in lieu of Resist direct payment of health benefits, since she is now on her partner's health plan. This decision to compensate an employee for the dollar equivalent up to the amount their insurance would cost Resist is now a policy for any employee who is a regular employee, works more than 10 hours/week, and is covered by the health insurance of a spouse or domestic partner. (See minutes for details.)

Grant Ceiling. A decision was made to raise Resist's maximum grant to $1,000 (although an average grant might be $700); the formula on which we calculate the amount we have for each meeting was raised to $600/group/board meeting. It was also decided to raise a Some grant to $300 and emergency grants to $200; Token grants will remain at $100.

The Board approved a $350 bonus for staff for 1993, prorated for all regular staff persons.

Board/Staff Lunch decisions - OK'd that Nancy Moniz take a 3 month unpaid leave of absence and that Nancy Palmer be hired as interim grants coordinator.

Also a decision made to put Kate Gyllensvard's name on the Resist Cambridge Trust Co. bank account as a signee.

The Board agreed to Nancy Wechsler's proposal to go back to three days a week (at three days pay) for one year. Also agreed to hire Kate Gyllensvard to work the 8 hours NW won't be working. Agreed to raise Kate's hourly wage to $15/hr.

It was agreed that other temporary or part time wages will be determined at the time of hires.

Nancy Moniz's Leave - The Board formally agreed to give NM a three month Leave without pay and to give NM an additional week (5 days) of sick time. Health benefits to continue for NM while on Leave.
6/5/94  The Board agreed to add as a policy that, after five years of working for Resist, regular permanent staff be given an additional week of paid vacation, making that a total of five weeks per year. New employees would start at four weeks per year.

9/11/94  Election of officers for the Board. Louis Kampf remains President, Kate Cloud remains Vice President, and Nancy Wechsler's title has been changed to Secretary/Treasurer (Chief Fiscal Officer).

Loans by Resist. A decision to change the fee suggested for loans from a flat $50 to $25 or 5% annually.

Newsletter - The Board agreed to an increase in the rate of pay for writers and photographers to $75 per article and $35 per photo, with a yearly budget for these expenses of $1,200 (with the authority by the editor to pay more for some articles requiring more work, and less for others.)

9/28/94  Board/Staff Lunch decision. OK'd to hire Wayne Curtis, our typesetter, to do the layout of the newsletter on an interim basis. OK'd to hire Stephanie Poggi as interim newsletter editor

12/4/94  Large budget groups. It was decided to leave the current guidelines as is: "we prefer groups with budgets under $100,000."

Resist staff mediator. A decision to have a Board member take on this responsibility.

Staff resignation. A letter was sent to the Board by Tatiana Schreiber, newsletter editor, submitting her resignation, commencing on December 1, 1994. (This decision was accepted by letter of the Board on December 19, 1994.) It was decided to "forgive" any reimbursement by Yana for the computer printer bought for her use at home; decided to pay for two months of health insurance (December 1994 and January 1995); and severance pay of 4 1/3 weeks in the form of a check to be sent to her.

10/29/95  Board Outreach: Explanation of the process by which people are recruited for the Board: usual procedure is to bring a name before the Board. If they seem reasonable, the Outreach committee or staff contact the person and ask them to send a letter and resume to the Outreach Committee. In the past, staff followed up on nominations and contacted people, told them of the process, etc. Interviews are done by the Outreach Committee who then makes recommendations to the Board for approval. Past decisions to recruit people of color and subsequent decisions to re-broaden the search to include white folks, too. It was reported that people of color were heavily recruited but few accepted board positions. After a period of time the Board decided to prioritize finding new members of any racial grouping who had energy to be on the Board.

12/10/95  Annual Report. Board agreed to produce an Annual Report which builds on the Financial Statements and the February/March Newsletter.

Personnel Policy. Approved with a review to be held in six months.

Board Development Issues. Suggestion to have a grant committee that rotates was declined since it would be damaging to the whole work of the Board. There was a general consensus that if members were going to be active, they should be a part of the Board in general and on a committee. Staff will send out letter to Board members to ask them which committee they would like to join. A committee of Board and staff will look at board development and committee structures. There was a feeling that Resist came out of a collective past, and the lack of structure was a way of maintaining that identity.
**Investments.** Cheryl Smith suggested at a Finance Committee meeting that Resist transfer funds currently held in stocks to bonds for the next year. Resist does not keep a certain amount of money on hand, like an endowment. Resist made a conscious decision to spend down monies which had accumulated. This meant that Resist has been operating at a deficit during this period. The Finance Committee will meet to discuss long-term planning, including prospective budgets, considerations of an endowment, and to give an indication of how much we can afford to give out in grants in 1996. The Board voted unanimously to approve of Cheryl's suggestions.

**Collaboration with Boston Women's Fund.** Boston Women's Fund ("BWF") has annually sponsored an event called "Challenges for our Community". BWF and Haymarket People's Fund have asked Resist to consider a collaboration to sponsor this event for the up-coming year. This would entail taking on a limited number of tasks for staff and would offer political and other exposure for Resist. Staff members would push the committee to look at the broader perspective of organizing for social change as a basis for the forum. This would provide staff chance to work with other funders and to participate in a political action. It would also provide a service to both grantees and donors. Board members who might be interested are encouraged to work on this project. Motion made, seconded and passed.

**Finance report.**

a) Endowment: Recommendations:

- There is an implicit agreement with donors that the money which Resist currently receives is going to be used to fund grantees, the newsletter, and Resist's operating expenses.
- There are two endowments in place for donors who wish to preserve the impact of their money for future generations, and there is a vehicle to create other named endowments as the need arises.
- This is not the time to look at a new capital campaign for an endowment given the recent turnover in staff and the need to get a look at how the budget will play out over 1996.
- The Board could chose to create Quasi Endowments in which the interest and not the principal was spent- but unlike a true endowment- the principal could be withdrawn under certain circumstances. Adopted unanimously.

b) Deficit:

- All restricted funds must be maintained as is, including those from: the Loan Fund, the Resist Endowment and the Cohen Endowment. Currently, this totals approximately $60,000.
- Resist will maintain $25,000 on hand each year to cover the costs of any prospecting mailing.
- Resist will reserve $35,000 to cover any unanticipated expenses which might arise during the course of a single year.
- The total fund balances which Resist may not fall below shall be $120,000. Adopted unanimously.

c) Budget: The proposed budget projects a deficit of about $18,000. There was general approbation of the preparation of a budget for the first time. The Budget will be updated for each board meeting. Adopted unanimously.

**Resist 96/Refuse and Resist.** Refuse and Resist has a conference they are doing called Resist 96. Previous staff had exchanged letters with Clark Kissinger, formerly of SDS, now at Refuse and Resist. The letters essentially denounced Refuse and Resist for deliberately confusing themselves with us. Kissinger responded by stating that we were red-baiting them. People are unclear about who Refuse and Resist are and have been confusing them with us. There was a suggestion to have a small announcement in the Newsletter- perhaps a small box disclaiming association with Refuse and Resist. People in Missouri, Colorado and New York have mixed us up and think we advocate violence and bombing. Frank thinks they are more unknown and should be less of a concern. He doesn't want to give them a higher profile. We do need a statement for those who ask. Looks like Carol will just put a small box in June newsletter and in pledge letter saying that we are not affiliated with the conference. Amy suggested it may be time to reprint the most recent version of the Resist "Call". Robin and Carol requested that Board members check their files and send a copy to the office of what they believe is the most recent version.
4/28/96  

**Board Development Issues.**

a. *Approvals of New Board Members*

Unanimous strong recommendation that Kay Mathew join the board. Kay was accepted. Eileen Bolinsky- longtime friend and supporter of Resist was accepted. Kim Schellenber was accepted. Louis and Robin will interview June Lee. The Board Development Committee will make a final decision on June after her interview.

b. *Board Member Job Description*

The Committee came up with a proposed job description for Board Members. The job description was based primarily on the previous job description that members had committed to, and which was found in the minutes of prior meetings. Once it is in place, it will give guidelines for Board members and for recruiting new members. This has been presented as a draft to potential new members. The job description should contain a cover letter which includes the kind of discussion held at this meeting. Frank suggested that a line be added that members are in agreement with the mission statement. Hank suggested and the group agreed to remove the two meetings in Boston requirement for non-Boston Board members. The description was adopted.

**Domini Resolution.** At Cheryl Smith’s suggestion, we moved $50,000 to the Domini Social Equity Fund. In order to transfer money Domini required a corporate resolution to that effect and a list of authorized signers on the account. A corporate resolution stating the following was passed

**New Member Outreach.** June Lee accepted offer to become a Board member. Penn Loh was interviewed by Pam and the Board Development Committee recommended that he be offered membership. He has indicated that if offered he will accept. The Board voted to accept Penn Loh as a new member. Marc suggested that the Board Development Committee send letter to local grantee groups encouraging them to nominate new board members. There was a suggestion that the Board Development Committee focus on recruiting for diversity and inclusion of grantees on the Board.

**Peace Development Fund Request.** Peace Development Fund (PDF) puts on subsidized regional trainings for social change groups across the country. The only cost to groups is their room and board and a registration fee- a total of $88 per person for a weekend long event. The trainings include organizational development and dismantling racism workshops. PDF was interested in Resist being a co-sponsor of the event and possibly setting up small technical assistance grants for any of our grantees who might like to attend. The benefits would include some terrific skill development for grantees and great outreach for us. The negatives would include the appropriation of money, and the use of staff time. Ken moved that $1000 be used to send grantees to the local trainings in November- this would breakdown at $44 per person. He further moved that Resist agree to be a co-sponsor of the event and share our grantee mailing list for the geographic area. Ken’s motion was approved and members indicated that Resist should pay for Robin to attend the training as well. Board members who would like to attend, particularly new members, were encouraged to sign up. If PDF would like us to sponsor other trainings and technical assistance grants in other parts of the country- the Board will evaluate the request after the November trainings are held.

**Forged Checks.** There are three instances of checks which have been forged that were discovered by Carol and Robin. Apparently, mail has been intercepted by someone in the building. Carol and Robin will look into other ways of safeguarding our donations at this time.

**Building Issues** In a meeting on August 9, Somerville Community Corporation director, Bill Shelton, said “This building is not fit for human habitation. We can't fix any one problem, because the building inspector would have to come after it was done- and he would probably condemn the building.” Carol and Robin will begin to check on available locations and give a report in September.

6/9/96

30th Anniversary. The staff suggested this would be a good opportunity for fundraising, a special grant making cycle and to celebrate Resist’s history. The Fundraising Committee meet before the next Board meeting and make some suggestions.
**Building.** The office needs to move, since it is clear that problems will continue, and SCC does not seem ready to take responsibility for seriously dealing with such problems. It is merely a question of moving now or later. The sense of the Board was that staff should move out as rapidly as possible, preferably but not necessarily taking sister organizations with us; that rent be withheld; and that we will hold the landlord responsible for any medical expenses incurred.

**Newsletter.**

a. **Book Reviews**

The concept of book reviews received a very positive response, especially if the reviews were tied to the focus of the Newsletter. Carol will work toward creating a “progressive bookshelf.” Hank and Louis offered to write a number of book reviews.

b. **Other Newsletter suggestions:**

- follow-up to the breast cancer issue- which still receives requests for reprints. Members thought this was a good idea.
- Last year, Carol put out a combined February and March issue. It was not clear how much downturn in income resulted from that- as opposed to having the double issues in the summer. Some advantages to doing two double issues in summer, some to having one double issue in winter, one in summer. Board approved idea of having another combined February-March issue and to do an income analysis next year. Eileen agreed to do some layout if Carol will show her how to use Pagemaker. Hank was willing to do editing as needed.

**New office search.** The staff will send out a list of space criteria and locations to Board members in the hope that someone will have a suggestion. We will try again for space in the Gorin Building in Davis Square- Pam will call Roz Gorin whom she went to school with. It is not a requirement that we move with Dollars & Sense. Staff needed the Board to make a decision about whether we should move into handicapped accessible space- whether it was a priority or a requirement. The Board voted that accessible space is a requirement, not merely a priority- a reaffirmation of our political beliefs.

**Utilization of current space.** Carol felt that it would be important for the Board to provide some guidance about using the current office. A return to use of the space raised health issues, the potential to pay rent again and whether this meant that we would have to give three months notice before we left. The Board reluctantly gave Carol the ability to make her own decision whether to return to work in the building. The Board voted that Resist would continue to withhold rent, but will re-examine this decision if Somerville Community Corporation requires Resist to pay rent based upon Carol’s use of the office. The Board suggested Carol put information in about our space problem in a letter to the pledges in the hopes of getting space suggestions and as a plea to offset our additional costs.

**Retreat.** The issue of the need for a stock taking in the organization and how to look towards the future was raised. The Board followed up on the New York meeting suggestion that we use the May meeting for a retreat. It should not be open-ended and should have concrete objectives. Eileen, Pam, and Louis will look at putting a proposal together.

**Board Contract.** The Board originally decided to create a contract during the time when we were recruiting new members this year. All new members were asked to sign this agreement reflecting the responsibilities of Board members. The contract was designed as a guide for members and attempts to be flexible in looking at the differing needs of long term v. New members. Board members signed the Board contract at the meeting and Robin/Carol will encourage others to return their copies. Eileen raised the question of how the contract would be used and what happens if people are not able to maintain their commitments. The Board development committee will look at this issue.

**Personnel.** Salary was voted on at 2 ½ % and bonus at $750. Input was to be gathered from members about the criteria to be used in determining salary/bonuses and part time staff. Marc proposed that the staffing format be discussed at the retreat, along with the future direction of the organization. Could look at structure of the work that’s done within context of Resist’s vision and goals.
12/8/96 The first and last sentence (of the first paragraph) and second paragraph of the Part Time Employees clause was approved.

From time to time staff may hire temporary part time employees to help with ad hoc tasks that accumulate in the office. The rate of pay will be $10/hour with no benefits and will not be automatically subject to COLA and raises.

The purpose of temporary part time work is to deal with accumulated tasks that the current staff has not had time to complete, not to carry out regular assignments.

2/2/97 **Board Elections.**

President: Louis Kampf
Vice President: Ken Hale
Clerk: June Lee
Treasurer: Kay Mathew

3/26/97 **Finance Report.** Corporate Resolutions to sell T. Rowe Price and Parnassus were approved

5/4/97 **Retreat.** The Board retreat will be held June 20-22 in Litchfield, CT.

6/22/97 **Board’s Vision.** To fund small radical groups, fund groups with integrated vision of social justice, fund organizing projects, and continue to help groups make connections.

9/21/97 **Political Support.** The Board voted to write a letter of support for Esperanza in their fight for funding from the City Council of San Antonio.

11/2/97 **Grant Making.** The Board voted:

1) to raise the maximum grant to $2,000 at the beginning of 1998, and to consider raising the maximum grant to $2,500 at the end of 1998.
2) to raise the maximum loan to $2000 at the beginning of 1998.
3) to raise the Emergency Grant to $300 at the beginning of 1998.
4) to eliminate the “Some” and “Token” grant and replace them with a “Partial Grant” of an amount between $500 and $2,000.
5) to postpone a decision on Marc Miller’s proposal concerning organizations with budgets between $100,000 and $200,000 for further discussion by the Grant Committee, as well as the rest of the Board.
6) to have the Grants Committee come up with a proposal for a new grant formula by the December meeting;
7) to accept the recommendation of the Grants and Finance Committee to increase the current formula for the rest of 1997.
8) to accept the proposed revisions to the Funding Guidelines with minor changes.

11/20/97 **Personnel.** The Board approved an 8% increase in salary plus a dental plan for Carol and Robin. The Board also approved the suggestion that the Personnel Committee investigate the long-range effect of having additional full-time staff.

11/20/97 **Board Resignation.** Bell Chevigny has resigned from the Board.

12/14/97 **Funding Formula.** The Board accepted the Finance Committee recommendation for the funding formula of 75% of the total request. A suggestion was made to add a line to get organization’s e-mail address on the application.

12/14/97 **Board Resignation.** Ken Hale has resigned from the Board.
2/1/98 Response to Nation article on progressive funders.

A. Carol shall write a letter in response which shall consider the following points:

1) the need to not have money moved from organizing to think tanks
2) the ways in which foundations are not the major players as indicated in the articles
   (mere articulation of a policy does not lead to its adoption by the majority)
3) the role of corporate/capitalist agendas in determining foundation funding
4) delineating liberal from progressive foundations
5) the need to avoid the "top down" thinking characterized by the right

B. The Grant Committee shall look at several issues raised in response to the article:

1) multi-year grants
2) the priority of seed money vs. organizational support
3) whether groups should be asked not to apply after receiving funding for a certain period of time

5/3/98 Board Development. The Board unanimously decided to discontinue New York Board meetings.

8/16/98 Board Development. The Board approved the nomination for Jorge Rogachevsky to the Board.

8/16/98 Political Positions. The Board agreed to sign an endorsement of the Farm Labor Organizing Committee as per the request of Jerry Robinett, a Resist pledge.

9/27/98 Finance Committee. The Board unanimously voted to approve the recommendation to set $1300 as the standard for the formula to determine the total allocation for each cycle.

11/8/98 Board Officers.

   President: Louis Kampf
   Treasurer: Kay Mathew
   Clerk/Diva: June Lee

11/8/98 Hiring Committee. The Board voted to accept the job description changes for the 3rd staff person. The Staff will write the job description and distribution.

11/9/98 Political Positions. The Board voted to endorse the Women’s Health Project from South Africa.

11/9/98 The Board voted to institute Multi-Year Grants as of February 1999

Multi-Year Grants. Criteria include: 1) grants given for a three year period; 2) grants are for general support; 3) to be eligible must have been funded at least twice in the past five years; 4) group must meet a higher level of standards for all current criteria (squeaking by is not enough); 5) groups must provide progress reports which give evidence that they are engaged in activities funded and action plans for future goals; 6) yearly funding is conditioned upon receipt and review of reports by the Grant Committee.

2/7/99 Board Member Responsibilities:

Members of the Board of Directors agree with the mission and political goals of Resist, determine Resist’s programmatic priorities, allocate grants and ensure the fiscal health of Resist’s programs and operations.
Board member responsibilities include:
1) Attend at least four of the six regularly scheduled Board meetings annually. Try to attend any special Board meetings that are scheduled. If unable to attend a Board meeting, send in a non-binding Proxy Statement for consideration.
2) Actively serve on at least one committee.
3) Review funding applications and award grants to eligible activists organizations.
4) Share resources and talents with Resist, including expertise, reference information, contacts for financial supports, and contact for in-kind contributions.
5) Participate in fund raising activities for Resist and, according to my personal ability, make a financial contribution to Resist.
6) Maintain the confidentiality of any information deemed confidential given to members of the Board.

4/11/99 Grant Making. The Board set up the Leslie D’Cora Holmes Memorial Fund
The Leslie D’Cora Holmes Memorial Fund is committed to continuing the inspiring life’s work and legacy of Leslie D’Cora Holmes. This fund will support activities and organizations that embody the characteristics, values, and principles that reflect the spirit-filled mission of Leslie D’Cora Holmes, including: empowerment for communities and individuals; self-determination through education and community organizing; harmonization of diverse communities of interest; actualization and recognition of individual potential; courage of conviction; and pride in culture, community and self.

4/11/99 Personnel Committee. The Board approved the contract between the board and staff in principle, it still needs to be finalized.

6/6/99 Finance Report. The Board unanimously approved the Corporate Resolution authorizing the establishment and maintenance of a CharlesSchwabb Brokerage Account.

6/6/99 Hiring Committee. In order to facilitate the hiring process, the Board approved the recommendation to:
1) Hire someone to help with outreach.
2) Have Board members call at least 5 groups or individuals from a list provided by the Committee as part of the outreach campaign.
3) Concentrate outreach in communities of color.

6/6/99 Board Development. The Board unanimously approved Jim Campen as a new Board member.

6/6/99 Political Discussions. In order to hold political discussions at the beginning of each meeting, the Board will:
1) Choose a facilitator at the end of each meeting.
2) Facilitator will select a topic and a short article to be included in the Board packet.
3) Arrive at 10:45 for chatting and breakfast.
4) Meeting officially begins at 11:15.
5) The discussion will last approximately 45 minutes.

6/6/99 Retreat. The Board approved a retreat:
1) to be held in November 1999
2) which will be guided by an outside facilitator hired for the retreat.
3) the topics will include issues of Board diversity and current organizational culture; a re-examination of the grant-making process; the goals of our successful efforts at raising more money.
6/6/99 **Board of Advisors.** The Board approved the following job description:

The Board of advisors will:
1) Allow their names to be used in fundraising efforts
2) Serve as references for grants
3) May participate in Board meetings and special meetings
4) May participate in annual meetings of the Board of Directors and the Board of Advisors
5) May speak publicly about Resist
6) May participate on Board Committees and are encouraged to do so
7) May receive Board minutes
8) May do outreach for grantees and donors
9) Are encouraged to contribute to Resist

6/6/99 **Board Diversity.** The Board enacted the following:

1) That Resist should hire someone to help recruit people of color to the Board and work with the Board on issues of diversity, this could be the same person hired to assist in the staff search.
2) To have the issue of diversity and organizational culture be main topic of discussion at the retreat
3) To table the issue of whether 2/3 of all new Board members should be people of color until after the retreat.

8/25/99 **Finance Report.** The Board based a Corporate Resolution to sell stock held at First Albany.

8/25/99 **Board Development.**

A. **Movement between the Board of Directors and Board of Advisors**

All members will decide in October, to the best of their ability, how they can best serve Resist in the coming year- either as members of the Board of Directors or Board of Advisors. The expectation will be to serve for one year on the selected Board (starting in January) and re-evaluating their commitment each October.

B. **Role of Board of Advisors/ Adding people to the Board of Advisors**

1) Resist will add members to the Board of Advisors who will serve as references, advisors, and offer organizational and fundraising value
2) Members of the Board of Advisors can participate (and are encouraged to do so) in discussions, but cannot vote at Board meetings.

These decisions will be reviewed after one year to determine whether this is an effective format. All members of the Board of Directors and Board of Advisors will get agendas.

8/25/99 **Hiring Committee.** Jan Gadson Louissaint has been hired to assist with the outreach and recruitment for both staff and Board positions

8/25/99 **Hiring Committee.** In order to make the new staff position more attractive the Board voted to raise the salary level for the new position as well as current staff salaries:

1) The job description for the third staff position be amended to read in the appropriate section: “salary range $33,000-$37,000 depending on qualifications and experience”
2) That the salaries for Robin and Carol be increased to $43,000 per annum, effective September 1, 1999.

10/17/99 **Board Development.** The Board welcomed Jim Campen to the Board of Directors.

10/17/99 **Board Elections.**

President: Louis Kampf
Vice President: Pam Chamberlain
Treasurer: Kay Mathews
Clerk: June Lee
11/21/99 **Board Development.** 2/3 of all new Board members shall be selected to promote racial or ethnic diversity, with a special focus on outreach to and recruitment of African Americans and Latinos/Latinas. The ratio will be evaluated yearly.

12/12/99 **Board Policy on Arts/Media funding:** When requests are made for funding cultural/artistic work the primary consideration will be whether such work will be an effective tool or means of organizing; funding consideration will be given to those projects that are not purely of a personal nature, but rather reflect a group process, where the actual product can be assessed in terms of its potential impact, and where the primary funding request is for the dissemination or utilization of the resource.

2/6/00 **Political Priority.** The Board affirmed the Grant Committee’s authority to make Emergency Grants to groups engaged in WTO/IMF activities in April.

2/6/00 **Board Development Issues.**

The **Board of Advisors** will be composed of:

The **Board of Directors** will be composed of:
Eileen Bolinsky, Jim Campen, Robin Carton, Pam Chamberlain, Kate Cloud, Louis Kampf, June Lee, Kay Matthew, Marc Miller, Jorge Rogachevsky, Hank Rosemont, Carol Schachet, Nancy Wechsler.

2/6/00 **Personnel Committee.** Resist shall hire a third person who will not have a specific function, but who will have responsibilities across all areas (although will be required to handle accounts payable). This may end up being a junior level position and could entail full or part time work. The salary will be in the low $30,000 range, commensurate with experience.

4/9/00 **Personnel Committee.** Board approved a gift of $500 apiece to Robin and Carol in appreciation of their hard work over the past year under difficult circumstances.

4/9/00 **Board Development.** The Board decided to invite Ty dePass and Mario Davila to join the Board of Directors.

6/11/00 **Board Development.** The Board welcomed Ty dePass to the Board of Directors.

6/11/00 **Hiring Decision.** The Board voted to hire Jacquie Bishop full-time (fundraising, future planning with Carol) and Amanda Matos-Gonzalez half-time (grantmaking, financial management, and office management).

6/11/00 **Board Resignation.** Cheryl Smith resigned from the Finance Committee.

6/11/00 **Personnel Committee.** The Board approved Robin’s request to work 4 days a week at a pro-rated salary until September due to child care needs.

8/13/00 **Finance Report.** The Board passed the revisions for salary. The Board approved a budgetary request for office construction. It should accommodate the two new staff as well as Cathy Schwartz at Work’s Right’s Press’s concerns.

8/13/00 **Board Development.** The Board voted unanimously in favor of Marc Miller as Interim President of the Board.

8/13/00 **Board Resignation.** The Board accepted Louis Kampf resignation from the Board and discussed an event to celebrate his work on the board as he steps down from active board status.

8/13/00 **Moving Expenses.** The Board decided to authorize up to $1,000 at 100% for moving expenses.
Board Restructuring. The Board decided on the formation of an Ad hoc Restructuring Committee (Kay, Hank, June, Jacquie) to review information raised at the meeting and set next steps. The Restructuring Committee will review current officer descriptions and their legal prerogatives so people can nominate candidates.

Budget. The Board decided to vote on the budget in February 2001.

Board Committees. The Newsletter Committee will now be called the Communications Committee.

Board Elections. The Board will elect officers at the February 2001 meeting. Current officers will stay on until new officers are elected.

Grant Making. The Board voted to accept three Committee recommendations:

1. **Funding of events once they are over**

If a proposal is received for consideration, but the event will be over prior to the grant decisions being made: a group would still be considered in the current round after providing information about how this funding will still be useful and why Resist should fund them after the fact. The group will need to provide information about what the next steps will be arising from the event. This does not preclude rejecting the proposal for a variety of reasons.

2. **Funding of university affiliated groups**

University affiliated groups will be considered after receipt of specific information about the amount and kind of funding the group receives from the University and whether Resist funding will make a difference in their work.

3. **Organizational Budget Ceiling**

The Board also voted to raise the organizational budget ceiling to approximately $125,000.

The Board voted to table a decision on raising the maximum grant size until February, 2001.

12/10/00

Board Restructuring. The Board officers will now be cut back to three: a president, a Treasurer, and a Clerk. Section I. Officers of the Organization shall now read:

A) The organization shall have three officers: a president, Treasurer and Clerk.

B) All officers must be members of the Board of directors of the Organization

C) The President and Treasurer shall be Board members not on the staff of the organization; the Clerk shall be a staff Board member.

D) The three officers shall be elected by the Board of directors to serve a minimum of two consecutive two-year terms.

E) Duties of the officers:

1) The President shall be a signatory to all legal documents pertaining to the organization, shall serve on the Executive Committee, and supervise specific activities of the organization as directed by the Board of Directors.

2) The Treasurer shall be responsible for oversight of the fiscal dimensions of the organization. The Treasurer shall serve on the Executive Committee.

3) The Clerk shall maintain records of all Executive Committee meetings, have signatory power for the organization as necessary and serve on the Executive Committee.
The Executive Committee role would be to handle immediate issues that arise. Personnel issues, however, are handled by the Personnel Committee first and then by the full board. This is not an attempt to create a decision-making body. This is an intermediate step only. Committees retain full decision and recommendation power.

Section II
A) The three officers of the organization, the President, Treasurer and Clerk, and a member-at- large selected by the Board shall comprise the Executive Committee. It shall meet as often as necessary, and establish its own rules of procedure.

Executive Committee role:
1) Ensure that the Board committees are fulfilling their roles and responsibilities.
2) Ensure that all Board decisions and policies are recorded, implemented and reviewed.
3) Ensure that the organization complies with all relevant state and federal regulations pursuant to its legal status.
4) Attend promptly to any concern brought to its attention by one or more Board members.
5) In matters of immediate concern, act on behalf of the Board of Directors, such action to be ratified, modified, or reversed by the Board at its next meeting; except in those cases where the Executive Committee’s decision was not unanimous, in which case as many board members as possible will be polled immediately via e-mail, fax, or telephone with the decision resting on a majority vote.

The Board re-stated that Personnel Committee is composed of non-staff members.

Board Development Committee. The Board will pursue new board members for Resist.

Personnel Committee. Staff to receive a COLA. A bonus of $1,000 each to Carol and Robin. A bonus of $350 each to Jacquie and Amanda. Carol and Robin will not receive raises this year.

Grant Making. The Board voted to accept two Committee Recommendations:

a. To Raise the Grant Award to $3,000

b. Start-up funding
Organizations may receive start-up funding if there is reason to believe that the group possesses the credibility, capacity and strategic thinking necessary to carry out their goals. Resist will give weight to areas that are important to the left, but are not currently being addressed by other organizations. Resist will be willing to take a risk on these groups, provided that there is a reasonable belief that the organization's work is important. All start up applicants must complete the Resist Grant Application and be currently eligible to receive grant awards under Resist's Funding Guidelines.

The Board requested that the Committee discuss Hank's recommendation that preference for start up funding would be given to historically under served geographic areas. The Board requested that the Committee decide whether this preference would be in the guidelines or just maintained as an internal policy.

Application Review The Board endorsed the Committee's decision to review the grant Application and suggest changes.
2/4/01 **Board Committees.** The Board approved Section III-- Other Board Committees on Restructuring Recommendations:

A) Each committee shall have at least three members and at least one of them shall be a staff member, with the exception of the Personnel Committee.

B) Committee members shall serve for a minimum of two-year terms, which should be staggered whenever possible.

C) Each committee will elect its own chair, establish its own rules and procedures, and set the times, places, and frequencies of its meetings.

D) Each committee will keep minutes of its meetings and enclose copies thereof with the agenda announcing the next Board meeting.

E) The Board may establish ad hoc Committees as necessary.

F) The Committees and their Responsibilities:

1) **The Board Development Committee** shall analyze and evaluate the growth and development of the Board and its members, shall recruit new members thereto as needed and provide orientation and mentors for such members and convene an annual Board Retreat and Organizational Meeting.

2) **Finance Committee.** Description can remain as it is now, except to delete “Meets quarterly”

3) **The Fundraising Committee.** Description can remain as it is now.*

4) **The Grants Committee.** Description remains as it is now.

5) **Personnel Committee.** Description remains as it is now.

6. **The Communications Committee** shall be collectively responsible for all media efforts of the organization in general.

   a. *There was some discussion that an ad-hoc committee should be formed on long range planning and should include some composition of the fundraising and grantmaking committees, and perhaps finance, to project some future planning in the two major aspects of Resist.

2/4/01 **Election of Board Members.**

Treasurer- Kate Cloud
At large- June Lee
Clerk- Robin Carton
President- Jorge Rogachevsky

4/1/01 **Credit Cards.** The Board voted to begin use of credit cards for pledges on an experimental basis and review success rate one year after implementation. At the June meeting there will be a draft letter to donors regarding credit card use for the Board to review. There will also be an implementation plan brought to the June meeting, including: statement of cost, who will be responsible for oversight, steps to implementation, plan for review.

4/1/01 **Personnel.** The Board accepted Jacquie Bishop’s resignation. Board and staff expressed their appreciation for her work and the initiatives she generated.

The Board unanimously voted to give Amanda Matos-Gonzalez permanent status.

4/1/01 **Board Committees.** The Committee on Restructuring will be given the responsibility of restructuring the role and function of the Personnel Committee.

6/3/01 **Grant Making.** The Board passed the Committee’s proposal on 501(c)3 and 501(c)4 Funding

When an organization has both a 501(c)3 and 501(c)4 arm, Resist will consider funding the 501(c)3 activities if they are truly separate from the activities of the 501(c)4. Information to consider will include: does each arm raise its own funds independently; are there two separate sets of books kept; does one arm have control over the activities of the other; are there separate staff or board members; are the activities so intertwined that it would be unlikely that either group could operate independently.

Future issues the Board would like the Committee to consider:

- standards for revoking a multi-year grant;
- application status for a multi-year grantee after completion of the three years
6/3/01  **Short Term Staffing Needs.**

a. Resist shall hire a fund-raising consultant through the end of FY01 to address: implementation of the credit card program and electronic fund transfers, a subscription drive for the Newsletter, two fund-raising mailings (prospecting or house appeals), and certain aspects of the pledge program. Resist shall authorize expenditures of up to $25,000 (equivalent to the savings on Jacquie Bishop’s salary and benefits) in order to address these needs. Such expenditures shall be reduced in the event that a consultant does not perform all the tasks itemized.

b. The Board shall authorize the Executive Committee to continue to address Resist’s ad hoc staffing needs for the period of January through June 2002. The Executive Committee will revisit the short term staffing needs in October 2001 and prepare a budget for the Board’s approval by the February 2002 Board meeting.

6/3/01  **Evaluations.** For September’s evaluations, staff should engage in a peer supervision process— including submission of peer evaluation forms to the Board. The Board should designate a member (or members) who will act as a liaison (s) to the staff. Staff members will meet with the Board representative to “touch base” on current issues and seek input/advice. The Board liaison may be a member of the reconstituted Personnel Committee or another volunteer. September’s staff raises should not be tied to the evaluation process.

6/3/01  **Long Range Planning.** The Long Range Planning Committee should create a framework for Resist to look at financial goals, political priorities (including utilizing a strategy of participatory evaluation) organizational issues. The LRPC should develop a series of recommendations for turning the analysis into specific actions by June of 2002.

6/3/01  **Reconstitution of Personnel Committee.** The committee shall be responsible for personnel policies, mentoring, liaison between staff and board, facilitator or grievances, oversight of orientation, and training of new staff.

8/12/01  **Grantmaking.**

   A.  **Renewal of Multi-Year Grants**

The procedure will be as follows (based upon the Multi-Year Grant Guidelines and the Agreement signed by grantees):

a. Review submission of Progress Report
b. Determine if grantee is conducting the work outlined in the proposal submitted and approved for funding
c. Review financial records and accounts provided by grantee
d. Approve any requests for modifications or changes if the grantee finds substantial progress cannot be made on the project as planned

Grants may be terminated if:

a. The grantee makes grant expenditures which are not permitted under the terms of this Grant Agreement
b. The grantee is no longer eligible to receive awards under Resist’s Funding Guidelines (e.g. budget over $125,000; grantee has changed focus of work, etc.)
c. The grantee is unable to conduct the work outlined in the proposal submitted and approved for funding (and there has been no request for modification or changes)
d. The grantee participates or intervenes in any political campaign on behalf of any candidate for public office, which will then pose a threat to the tax exempt status of Resist.
e. The grantee re-grants funds to any individuals or groups
f. Resist is unable to raise sufficient funds to cover its projected expenses
B. Expiration of Multi-Year Grants

In order to encourage stability and to reward good long term organizing efforts, multi-year grantees are allowed to re-apply for consideration of three consecutive multi-year grants.

The Long Range Planning Committee will facilitate a discussion regarding the grantee status of a group after it has received its third multi-year grant.

8/12/01 **Interim Staffing**. Resist shall hire an interim staffing person, who tasks will include: Grant-making (data entry, outreach, reference checking), General Office (correspondence, library upkeep, phones, accounts payable), Other (data entry, web site management, and depending on experience fundraising and editorial work). The interim staff person shall initially attend Resist board meetings as a non-voting staff member. In February, the interim staff position will be considered for permanent voting membership on the Board of directors, under the same policy and procedures applied to all Board members. The contract will have a specific end point of September 1, 2002.

8/12/01 **New Board Member Prospects**. The Board voted to confirm the candidacy of Abby Scher.

8/12/01 **Personnel**. Amanda Matos Gonzalez is leaving the staff of Resist to pursue full time schooling, she will move to the Board of Advisors.