

October 14, 2023

Fellow CPC Members,

On behalf of the board I want to take a moment to thank everyone once again who has participated in the running of CPC and its programs this last fiscal year. It was successful both financially and programmatically. At the membership meeting you will hear the updates from the staff, various committees and programs about their successes this year, including our really fun 85th Anniversary event.

As for the board, we have continued to work on board culture, gathered membership priorities, worked with committees and committee charters and the personnel handbook among other things.

This summer we finished discussing & setting the following strategic priorities for the organization. While we identified who will lead the items below, we will be involving staff, committee members and board in accomplishing these goals. They will take some effort but are to support our economic and system stabilization. Our costs are rising, all our staff need decent wages, we need more year round staff to maintain our current facilities and programs and as a result we need to take a look at what and how we are doing things. We also hope you understand that staff and member time is limited and in order to accomplish these things, new projects by default are on hold.

### **Communications**

- Event procedure and communication policies (Staff)
  - Timely communications and website information
  - Deadlines for all information from event organizers
  - Including on facilities, finances and progress on strategic goals
  - Including onsite information for members/visitors about current facilities priorities and known facilities needs
- Marketing & Communications plan (Staff)

### **Financial Goals**

- Formalized written financial policies (Finance Committee)
- Budget and financial reporting within 45 days of quarter end (Executive Director, Finance Committee)
- Cost/Benefit Analysis (financial and otherwise) of Programs (Staff, Committees and Board)

### **Facilities Goals**

- High-level building and infrastructure priorities presented to the board (Facilities Committee, Staff)
- Prioritized list of Facilities maintenance needs (Facilities Committee)
- Mechanism to report individual housing and facilities issues by attendees (Staff)

### **Membership/Participant Culture**

- Committee chair training (Board)
- Committee calendars (Committee Chairs, Staff)
- Communication followup with event attendees and new members to encourage broader participation at CPC (Membership/Outreach Committee? Event Committee?)
- Script for the what it means to be a member and membership responsibilities, and frequent place where it is spoken (Membership/Outreach Committee, Staff)
- Re-engage people in work bees and committees (All)

### **Employee/Residential Work Trade Goals**

- Formalized written residential work trade policies (Personnel Committee)
- Formalized written work trade policies and procedures (Personnel Committee)
- Written job descriptions for employees and residential work trade (Executive Director)
- Mediation/Restorative justice for ongoing workplace issues (Personnel Committee, Staff)

A financial update for fiscal year 2022 will be presented at this membership meeting. Please note that they are not final; staff still have some items to finish up and need more than 2 weeks after the close of the fiscal year to do so. That being said, they are in good shape and our financial situation is not too bad. One of the things not complete is the SBA EIDL loan balance. Staff have yet to gain access to the SBA payment portal to know what part of the monthly payments of \$641 go to principal vs interest. I will leave the rest to Chris Schleuder , Director of Operations and Aaron Carlson , Board Treasurer, to share with you.

Lastly, the nominating committee for next year's board will need to begin their work soon. Please watch for the request for nominations as we will have at least 4 open positions plus two alternates.

in service,

Romy Fitschen

Board Chair 2023-2024

CPC Board 2023 - 2024 List:

Aidan Albano-Bachtell , Benny Brewer Nelson Brown, Aaron Carlson Meryl Greer Domina,  
Romy Fitschen , Meia Freidheim, Isabella Friedheim Perez, Gary McClelland, Deborah Olson,  
Josh Olson, Heather Turner and Steve Walsh

Future Meetings (Sundays 4-6 pm):

November 19, 2023

January 21, 2024

February 18, 2024

March 17, 2024

April 14, 2024

May 19, 2024

June 23, 2024

July 28, 2024

September 22, 2024

October 27, 2024

November 17, 2024