

<h1>DRAFT Minutes</h1> <h2>Board of Directors Pacific Institute</h2>	Date, time, and type: Date: June 6, 2018 Start: 6:00 pm Adjourned: 8:40 pm	Location: Pacific Institute office 654 13 th Street Oakland, California 94612
Directors attending: Olivier Marie, Tony Stayner, Sally Liu, Jason Morrison, Peter Gleick	Directors calling in: Peter Boyer, Kate Gasner, Jennifer McFarlane, Nancy White, Corey Goodman, Bob Stephens	Directors absent: Dawnet Beverley, Drummond Pike, Ari Chaney
Materials distributed before or at meeting: Agenda, Draft Minutes from February 14, 2018 Board Meeting, President's Report, Strategic Planning Update, Governance Review Documents, PI Financial Dashboard, Financial Summary, Fundraising Committee Update, PI Financial Statement, Top Priority Board Prospects, 2018 PI Board Self-Assessment Questionnaire, Summary of PI 2018 Board Self-Assessment Questionnaire	Staff present: Pete Stanga, Terry Asbury	Others present: none

Agenda item	Discussion, findings, and actions
Call to order; quorum check	10 voting members present
Review Agenda	The agenda was seconded and approved by unanimous vote.
Review prior meeting minutes	Action Items Covered: Not all members have completed a pledge form. For those who haven't please do so as soon as possible. The draft financial committee charter will be ready for next board meeting. The minutes from February 14, 2018 were seconded and approved by unanimous vote.
President's Report	President Jason Morrison presented the President's report. Action Items: Success stories should be in Monthly Newsletter. A personal email should be sent to all \$1,000 and above large donors prior to 4 th quarter ask. Board members – Tony, Sally, Bob, Kate, and Nancy agreed to join Strategic Plan committee.
Stanford Governance Docs	The Governance Document was seconded and approved by unanimous vote. Board rotation, member terms, and officer terms covered in governance documents. Action Item: A finalized copy of the document will be sent to the board members. Pete to send a form with all member's current terms. Pete will send around excel document with each member's participation notated.
Finance Committee	Finance Committee Report was presented by Jennifer McFarlane.
Fundraising Committee	Fundraising Committee Report was presented by Tony Stayner. Action Item: The fundraising team will be back in touch with board members with specifics on how they can help meet the unrestricted funding number .

Audit Committee	Audit Report was Presented by Jennifer McFarlane in Drummond Pike's absence. 2017 audit was clean, no findings by auditors. The financial statement was seconded and approved by unanimous vote.
Governance and Nomination Committee – continued page 2	The Governance and Nomination Committee report was presented by Nancy White. PI President has met with many prospective board members. Board meeting structure was discussed and will be same in 2019. The Board Self-Assessment results were discussed. Another self-assessment will take place in 2019. Action Items: The new prospects should be invited to September board meeting, but existing board members should meet with them before then. Terry to send prospective dates for 2019 meetings to board. Need to find an off-site venue for September meeting. Board would like board documents sent earlier so they can review closely prior to the board meetings. Any board format feedback should be directed to Oliver and Nancy.