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Minutes of a Board Meeting held 2018-06-23  
Held online by voice conference  
Boston local time

Chair: Michael Norsworthy

Also present: Matthew Cabrera, Daniel Davies, Matthew Flentje, Keiran Stevenson.

This formed a quorum.

Called to order at 2:30pm Boston local time

Discussed: Progress on Conflict of Interest Policy.

Result: Staff were encouraged to complete outstanding paperwork.

Discussed: Meeting minutes - how should they be stored?

Result: an online storage provider was chosen and utilised.

Discussed: Online groupware systems providers.

Result: Verification of setup progress for groupware systems.

Discussed: Marketing tools both in person and online.

Result: Website content and business card designs agreed upon.

Discussed: Division of labour. Resources and expertise required.

Result: Scheduling and project management systems suggested to help sustain our momentum through fair division of tasks among staff and volunteers.

Discussed: Scientific research organisations who may collaborate with us and opportunities to spread the word to find more volunteers.

Result: Potential introduction opportunities suggested along with ways to help people engage. Online social media marketing and methods of creating collaborative platforms suggested.

Discussed: The benefits of business networking

Result: synchronisation of expectations between board members about social media and other ways to network.

Discussed: Fundraising - where to apply for grants, and online campaigns.

Result: Point raised about compliance - we will need to pick priority states for fundraising registration initially. Ideas for merchandise suggested.



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Discussed: our 'image' in the public eye.

Result: We resolved to express elements of imagination, making concepts real, 'designing the future' and a 'business casual' appearance. We decided on some actions to take and people to contact to initialise the roll-out of such an image.

Discussed: Bank accounts

Result: The board was informed that we have two corporate bank accounts as of 18th June 2018, their purposes and who shall have access to them and why.

Adjourned at 4:30pm Boston local time.