

Minutes of a Board Meeting held 2023-06-18
Held online by voice conference

Chair: Michael Norsworthy
In attendance:

Keiro	Lathreas	Moonbeam	Serathin	Svaros	Syralth	Tiltwolf	Zennith
Present	Present	Present	Present	Present	Present	Present	Present

This formed a quorum

Called to order at 12:05 pm Boston local time

Executive session:

- **Bus problem solutions**
 - Zennith presented information to the board important for continuity of operations, including documentation for finances, Patreon, bank account, and processing documents.
 - Further continuity plans are to be prepared for other operation material.
- **Moderation discussion**
 - There was a moderation incident in the week before this board meeting, that provided an opportunity for improving the consistency and professionalism of our moderation team.
 - Discussed the preparation of guidelines for moderator statements and plans to workshop a guide document to be shared with all moderation staff.
- **Discussion of wet lab projects:**
 - The Wnt-Frizzled peptide project, a wet-lab research project, has been ongoing throughout 2023 and we have more reagents and supplies on order for the next experiments in the project.

All-volunteers session:

- **Financial update**
 - Serathin led discussion of the FFF finances.
 - Income is currently \$1.5k per month over expenses, with most of that coming from Patreon.
 - Largest expenses are research related, which is good as it's directly related to the FFF goals. Contractor expenses listed on financial report are from UK operations which are wound down, and with compliance data moving in house
 - Finances are now stored and run by US Bank. We have a line of credit available, and debit cards are now issued to the treasurer, president and procurement

officer to allow for expenses to be paid for and easily categorized in financial tracking.

- Receipts for expenses are collected by treasurer for reconciliation and reporting purposes
- A followup question from a volunteer was heard as to whether art for marketing can be donated. Zennith and Serathin will need to look into reporting and tax requirements for this as well as how to handle such material internally

- **Revenue strategy discussion**

- Lathreas led a discussion of our long term goals and the revenue requirements to meet our deadlines. This work is based off of the internal timeline for project development which currently spans until 2055 detailing various projects that must be undertaken to achieve our goals.
- Current donations and expenses are growing linearly with time, however this needs to be increased significantly in order to obtain full-time research employees. Current estimates would ideally target up to 3 full time equivalent employees by 2026, totalling about \$15,000 to \$20,000 a month.
- In order to achieve this we need to develop revenue sources and collaboration with other groups.
- Discussion revolved around methods to achieve this:
 - Svaros warns that if we grow too fast we may outstrip our management capacity and burn out
 - More collaborations are necessary
 - Move away from pure donation based modeling
 - IP policy needs developed
 - Finally to keep in the back of our minds it's important to keep revenue from affecting our goals or projects directly

- **Social media discussion**

- Linking on from the previous topic Lathreas took us into our social media strategies.
- The primary work of our organization is not social media, it is research. The social media strategy should be purely in service of this, and as such, we must be cognisant of the time-load we can spare to spend on social media. Not all ideas can or should be implemented; we must make a careful selection based on what the goals are of our social media strategy.
- Our main goals with social media are to attract talent, donations and to maintain a good reputation within the community.
- Advertising:
 - Attention must be at the right time, we need to offer something while we have people's attention. It may be too soon to attempt to advertise outside our current routes due to lack of content
 - Elevator pitch is necessary, as well as an information packet for interested parties

- Content:
 - Videos, need to be of higher standards than some of our own content
 - Suggestion of powerpoint format for more informative content
- Passive attention:
 - Utilizing our general methods to keep people coming in
 - Specifically to use generation of art for FFF marketing and other materials to help advertise as many artists post to twitter
 - Can also provide illustrations for our scientific or update documents.
 - Money must be spent wisely however
- **Research progress roundtable**
 - Lathreas brought to attention that our current projects are behemoths, with large research requirements and long timetables
 - A bounty board idea was suggested, primarily oriented towards small things. This discussion however would best be served with a longer talk off the meeting schedule for the sake of time.
- Adjourning 2:18 pm eastern time