

# Board of Directors Meeting Agenda, January 30, 2012

## ***Reports from Officers***

### President

- Progress report
  - Need to order certified copies of the Secretary of State Certificate of Filing (one for IRS and one for future needs?)
  - Give Treasurer copies of the Texas Comptroller's letters (in file).
  - Give Treasurer the brochure "Guide to Texas Tax Exemptions"
  - Copy Secretary of State Certificate of Filing for the binder (include a copy of the application)
  - Scan Secretary of State Certificate of Filing for posting on the website
  - Print franchiseQuestionnaire.pdf for the binder--done
  - Finish IRS submission
  - Need to post all organizing documents to website (scan at clinic)
  - Add logo explanation to website—started (need to pull explanation from brochure)
  - Facebook page: go live and start updating this spring (make Simone and JD admins if they wish)
  - go through website to update pages (ie, add transsexual, update by style guide, etc.) and generally make more user friendly

### Secretary

- Progress report
  - Status of bank account

### Treasurer

- Progress report
  - Need to file for exemption from Texas Franchise Tax. File for exemption from state sales and hotel taxes (if appropriate)—applications available at [www.window.state.tx.us/taxinfo/exempt/](http://www.window.state.tx.us/taxinfo/exempt/).

## ***Unfinished Business***

- status of healthcare project
  - determine if practical to have searchable healthcare database at this time (maybe start off less ambitious and go with general resources database, then gradually develop that with additional features)
  - Should we figure out how to stage it so we can implement incrementally? Come up with ideas to get it moving forward.
  - Probably should look at the Contra Costa Health Council and how they are working to improve trans access to healthcare: <http://transgenderlawcenter.org/cms/blogs/552-7>
  - Idea: Packet of info for the how and why of gathering info on orientation and identity, sample intake form questions, out guide for listing as a supportive provider, business card, brochure, etc.

## ***New Business***

- Upcoming—May 15, 2012: 2011 Texas Franchise Tax return due to Texas Comptroller. This filing also appears to include a public information report.
- Marketing within the community
  - Start attending regular meetings for:
    - Out and Equal
    - High Tech Happy Hour
    - RCD Board meetings (periodic updates, not every meeting)

- HRC Board meetings (periodic updates, not every meeting)
- Rainbow LULAC meetings
- Trifold brochure (see draft)
- Business cards (see drafts)
- Develop information packet (probably after we get going better)
- Stickers
  - Logo and text
  - “Don’t Box Me In” slogan with logo
  - “Don’t Box My Allies In” slogan?? with logo
- Add calendar to website and list where we will be and what we will be doing
- Participation and advocacy
  - Start working with Rafael on advocacy efforts (have already talked to him and should meet with him in January)
  - Meet with Officer Martin to see how to get more involved (probably not till have time)
- Start developing an organization manual (how we operate as a group/team; what our procedures are)
- Ideas: Wiley High School has culinary program with attached public restaurant. Chef April Barney works with the kids and identifies with them well  
(<http://www.nbcdfw.com/the-scene/food-drink/Culinary-Kingdom-at-Wylie-High-School-134416678.html>). Could we approach her about training program? What other ideas like this for training?
- Idea: come up with small sticker for healthcare providers to indicate lgbt friendliness and confidentiality; must sign agreement to follow general guidelines on nondiscrimination and equal access to get sticker; post provider addresses and guidelines online.

***Open End***

***Adjourn meeting***

