



## Azerbaijan Cultural Society of Northern California (ACSNC)

### Meeting Minutes for Quarterly Board Meeting

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#### Meeting Details

President: Ayka Agayeva

Secretary: Narmin Babayeva

Treasure: Gunay Mahmudova

Board chairperson: Hamid Azari

Location: Zoom call

Scheduled Date & Time: Feb 16, 2022 7:30pm

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#### Attendees

Ayka A, Narmin B, Gunay M, Hamid A, Ulduz B, Saeid H, Ali S.

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#### Call to Order

Meeting called to order by Narmin B at 7:35pm.

Approve previous meeting minutes - n/a

Review / Approve current meeting agenda - done.

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#### Agenda

- Introductions between the leadership teams
  - Review 2022 vision and objectives
  - Agree / align on the transparency expectations
  - Agree / align on 2022 event calendar
  - Treasury report
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#### Old Business

N/A

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#### New Business

- Introductions by President, Secretary, Treasurer, Board chair and members.
- Review of 2022 objectives and proposals - [presentation](#).
- Discuss / Agree on code of conduct:
  - Communicate clearly, early
  - Communication channel must include email as not everyone uses social media
  - Board meetings to happen every quarter, but can meet as often as needed for feedback, support, etc.

- Agree on inclusivity: need to include both North and South Azerbaijani people and important dates.
  - Existing / routine events do not require approval every time, but do review any impromptu new events (e.g., meet-ups)
  - Safety and security of the organization is a priority.
  - Mode of communication between the leadership teams: WhatsApp
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## President's & Secretary Report

*Given by Ayka / Narmin*

- 2022 objective and plans review
- Start with strengthening the organization, formalizing and publishing meeting notes, financial reports, and org objectives in accordance with nonprofit expectations and bylaws.
  - **Approved** to publish bylaws and general board meeting notes.
- Administrative: refresh logo and website design.
  - **Approved.**
- Creation of committees to strengthen community involvement and grow next leadership team. Proposed committees: fundraising, membership, technology, events, clubs
  - **Approved** with the expectation that they're managed by the existing leadership team.
- Calendar of events:
  - Feedback to plan for 2 big events, include dates that are important to S. Azerbaijanis (21 Azer)
  - All events: **approved**
  - Language and dance lessons: postponed (ok to send the surveys). Language and Dance lessons reviewed / approved offline in Q2'22.
- Fundraising plans: Gala, online shopping, potential festival.
- Budgets : Khojaly: **approved**, Novruz: **approved**, Classes: **ok to send the survey**

## Treasury Report

*Given by Gunay*

- Review current bank balance, projected budget spends (see above)

**Report: accepted.**

## Board Report

*Given by every member*

- N/A
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## Other Items

- N/A
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## Adjournment

Meeting adjourned at 9:30pm by Ayka.

Minutes compiled by Narmin, Ayka.

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