# Meeting Minutes

1. **Introductions –** Welcome new members Les and Jullian! Team introductions and overview of the BSCWA.
2. **Website** – Darci showed the team the current website. Decided on 6 tabs: Home, About, Gallery, Projects, Educational Resources, Contacts. Suggestions for website include: educational resources and what is a watershed, keeping information easy to read and relate to, having a large button to Get Involved with links to volunteer as well as donate.
3. **Grant status** – No update.
4. **Upcoming event planning** – Discussed preparations for January photography contest. Discussed making flyers, getting donations, how to give a business a thank you letter for tax purposes. Discussed judging, should winners be picked by the BSCWA or public voting. (Public voting may generate more views/shares)
5. **Non-profit and donations** – Discussed researching 501c3 status and options for membership and sponsorship opportunities after website is complete.
6. **Attendees** – Mark Fedosick, Les Koutouch, Jullian Mancuso, Darci Saracco, Katie Stanley
7. **Next Meeting –** Thursday, Dec 9th @ 7:00 via Zoom. Meeting invite to be sent prior.

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| Action Items | Owner(s) | Deadline | Status |
| Create flowchart of proposed website changes | Darci | 11-30 |  |
| Contact Adrienne about website | Darci | 11-30 |  |
| Add Jullian to Facebook and Jullian and Les to Google drive | Katie | 11-30 |  |
| Review bylaws sent by Mark for BSCWA adoption | Team | 12-9 |  |
| Create Facebook poll/post about litter cleanup or areas of concern | Darci/Katie | 12-9 |  |
| Secure donated prize for future photography contest | Team | 12-9 | Katie contacted Public Lands, awaiting response. Alyson will write Thank You letters for taxes |
| Create What is a Watershed document | Katie | TBD |  |
| Investigate requirements for 501c3 | Mark | TBD |  |
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