

IYNA MEETING MINUTES

MEETING DETAILS	
DATE:	2/17/2019
TYPE:	BoD
INITIATED:	8:00 PM EST
TERMINATED:	
CHAIR:	Jacob Umans
SECRETARY:	Aayush Setty

ATTENDANCE DETAILS		
IN ATTENDANCE	LATE	NOT IN ATTENDANCE
Jacob Umans Yasmeen Hmaidan Alexander Skvortsov Aayush Setty Sharon Samuel Julia Shi Anita Singh Sojas Wagle	Daniel Lucas (Excused) Lasya (Excused)	Colin Wood (Excused) Bhargavi (Excused)

MEETING AGENDA:		
<p><i>This table serves the purpose of organizing what we want to talk about. If you wish to discuss something at this meeting, add a description of the topic and your name as presenter below.</i></p>		
ITEM #	DESCRIPTION	PRESENTED BY
#1	Call to Order	Board Chair
#2	Approval of Previous Meeting's Minutes	Secretary
#3	Department Reports	Committee Heads
#4	Reconfirmation Votes for Aayush Setty and Sojas Wagle	Governance
#5	Anita Nomination	
#6	Finance Update	Treasurer
#7		
#8		
#9		
#10		
#11		
#12		

#13		
#14		
#15		
#16		
#17		
#18	Announcements	Board Chair
#19	Adjournment of Meeting	Board Chair

<p style="text-align: center;">MEETING RESOLUTIONS:</p> <p style="text-align: center;"><i>This table serves the purpose of recording what we have resolved to accomplish, enact, change, etc. A resolution confirmation formalizes a decision below the status of a vote but above the status of an informal consensus.</i></p>		
#	DESCRIPTION	STATUS
1	Approval of Previous Meeting's Minutes (01/20/2019)	Approved
2	BoD Reconfirmation of Aayush Setty	In Progress
3	BoD Reconfirmation of Sojas Wagle	In Progress
4		
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PARALLEL RUNNING SUMMARY:

This table will serve as the repository for notes on the current meeting as taken by the acting Secretary for the purpose of maintaining a content record of meeting business. They will run parallel to the meeting and will constitute a Meeting Summary prepared for any Board of Directors member who were absent from the meeting or wish to brief themselves on its content.

NOTE CONTENT

1. Department Reports
 - a. Fundraising
 - i. Temporary expansion to contact more businesses
 - ii. 5 emails a week structure
 - iii. T-shirt fundraising
 1. Merchandise store - To raise money
 2. Still in development - Still designing
 - iv. Waiting for grant opportunities
 - b. Myelin
 - i. Progress has been made with the curriculum
 - ii. New Module Leader
 - iii. Currently have enough enough reviewers
 - c. Chapters
 - i. New member to the NCN team
 - ii. Potential new NCN in Nigeria and Nepal
 1. Have not reached out to them yet
 - d. Journal
 - i. New issue
 1. Better organization and process
 - ii. New Senior editors
 - iii. Have 5 applications for junior editors
 - iv. Feedback form - to receive feedback from Junior editors
 1. Omit authors name from the editing process
 2. Adding columns - Already present
 - v. Exclusivity of articles to the IYNA
 - e. Mentorship
 - i. 2 New members on the committee
 - ii. Sent out emails to university clubs
 - iii. Planning on sending out emails to University Departments
 - iv. Creating a spreadsheet of organizations/universities that have been contacted
 - f. Outreach
 - i. Reaching out to more schools
 - g. Web Development
 - i. Fixing occasional bugs
2. Anita Nomination
 - a. Alexander nominated
 - b. Nomination meeting
 - i. Comments and Q and A
3. Finance Update
 - a. Tax form 990n for the 2018 tax year is filed and published on the IRS website
 - b. Add treasurer to Fundraising chats
 - c. Financial details on donation page
 - d. Confirm if Harvard Business Services, Inc. is IYNA's 2018 Registered Agent

e. Included files:

- i. Publication 78 Data: Deductibility Code (YNA- Public Charity Status (PC), with IRS deductibility limitation of 50% (60% for cash contributions).
- ii. YNA Determination Letter

SECRETARY APPROVAL:

(Signature & Date)

Aayush Setty 3/24/2019

Secretary, International Youth Neuroscience Association