



Monthly Board of Directors Meeting Minutes

Meeting Date	February 21, 2024
Meeting Time	7:00pm

Meeting Location	Discord (virtual)
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Present at Meeting

John Johnson, Chair
Edward Gates, Vice Chair
Jessica Johnson, Treasurer
Kelli Sluder, Secretary

Attendance: All in attendance

The regular meeting of the Board of Trustees for Let's Quest, Inc. was called to order at 7:05 pm on February 21, 2024 on Discord (virtual call) by John Johnson.

I. Trade Day at GenCon

1. <https://www.gencon.com/gen-con-indy/trade-day>
2. \$243 + 4-day pass
3. Specifically attended by educators/librarians and retailers
4. John reached out to see if we can attend because it's intended for teachers and librarians only. See if we can attend as a non-profit.
5. Possibly apply to host a panel with a Q & A after.
 - a. John will apply to host.

II. Programs to Support

1. A library reached out for support.
 - a. Kids program and adult program share resources.
 - b. No charge for attendance
 - c. Requesting:
 - i. DM guide
 - ii. 2 copies of player handbooks
 - iii. Gridmats
 - d. Kelli, John, and Edward approve the idea of supporting the library. Jessica was initially against the idea as it potentially took away from schools.
 - e. We are donating to public, free, K-12 age programs so if adults are being considered...there must be a focus on enriching children.

III. Headcount/Materials standard

1. Give surveys before and after a donation
2. Shipping to schools/libraries only
3. Using professional emails to contact vs personal
4. Materials standard: (motion to make this the standard)
 - a. A group of 6 students and 1 DM (approved)
 - i. 1 PHB per 6 students
 - ii. 1 adventure per table
 - iii. 1 DM guide
 - iv. 6 dice sets per student
 - b. Include the DnD 5E Reference cards by DanDMadeEasy (he already approved this so long as we give credit when/where due)

IV. Social Media

1. TikTok, Twitter, LinkedIn
2. Jessica and John will make the first delivery of materials and will make a TikTok post
3. Candid Profile
 - a. Received Gold Seal of Transparency
4. Kelli suggested sending links of social media via email or package/mailer requesting programs to take photos/videos and tag Let'sQuest

V. System Mastery Announcement

1. Can make an advert on a TTRPG podcast to be read to garner support. We write it, they will read it.

VI. Other Business

1. John is reaching out to TTRPG groups to gather support and advice as needed
2. Website is up and live.
 - a. Start thinking about making a page to thank supporters/donors for when a few more donate/sign up
 - b. Year to Date student impact counter on site!
 - c. Stripe-to make recurring donations.
 - i. Will reduce processing fees for non-profits.
3. Bank is up and running.
 - a. First donation is in!

IV. Time and Agenda of Next Meeting

The next meeting will be held at 7:00pm on March 27, 2024 via Discord (virtual call).

The agenda for the next meeting is as follows:

The meeting was adjourned at 7:56pm by John Johnson

Minutes submitted by Kelli Sluder and to be approved by John Johnson