

Sweatfree Purchasing Consortium Interim Steering Committee

December 2, 2009, 1:00-2:00pm Eastern

Attendance:

Farshid Yazdi, City of Los Angeles
Roxanne Dietz, State of Pennsylvania
Carmen Herrera, City and County of San Francisco
Michele Real, State of New York
Bama Athreya, International Labor Rights Forum
Eric Dirnbach
Liana Foxvog, SweatFree Communities (note-taker)
Bjorn Claeson, SweatFree Communities (facilitator)

Sweatfree Independent Monitoring Contract (Roxana)

Sweatfree Independent Monitoring Contract has finally been fully executed and is posted online at <http://www.emarketplace.state.pa.us/FileDownload.aspx?file=4400005735\ContractFile.pdf>

Next open enrolment is scheduled for March. WRC will be able to apply for the contract starting in January.

Any public entity wishing to use the contract can sign a participating addendum with CREA. At a later point, if there are additional suppliers, the public entity can request quotes from each one and then decide which to use.

November videoconference meeting minutes

The minutes were approved as written for internal purposes. An abbreviated version will be posted online at http://www.sweatfree.org/sweatfreeconsortium_isc

In general, for future meetings that require detailed minutes, only summaries will be made publicly available. The minutes are posted for transparency reasons.

We can also consider holding closed sessions when needed.

By-laws

In this session we are seeking to receive consensus on the content. We will seek an attorney's input for minor edits dealing with correct legal language and format.

The group went through the by-laws section by section to receive any further input:

Article 1: no changes

Article 2: no changes

Article 3: New changes:

Strike "regular annual sliding scale" and write instead "The board of directors shall establish an annual dues structure."

"There shall be an annual membership meeting."

Article 4: (We will intend to have someone on the board with finance and fundraising expertise, but will not spell this out in the bylaws language.)

Specify "30 days in advance of the election" with regards to making nominations of board members available on the website.

Article 5: no changes

Article 6: no changes

Article 7: no changes (Bjorn will fix the numbers)

Article 8: No changes to the article, but the question was asked how fees are different from dues. Dues are generally defined as unrestricted. Fees are restricted income for a particular service. This section will allow the Consortium to accept fees for particular services as well.

The bylaws were approved by those gathered for the purpose of moving along with incorporation process, understanding that it will still be vetted by a lawyer.

Bjorn will run the bylaws by Chip Gavin and Betty Lamoreau in Maine as well.

Initial incorporators

Acting as an initial incorporator involves: a phone call or two with the lawyer, signing the bylaws, involvement in nominating board members, and convening first meeting.

Bjorn will serve as incorporator.

Roxana, Michele and Carmen will ask within their departments about serving as incorporators and respond to Bjorn by the end of December as possible. Bjorn will also ask Chip.

As soon as at least three people are able to sign as incorporators, they will go ahead and start the process.

Cost of incorporation and 501c3 filings: Bjorn has identified an attorney from the State of Maine for \$2000. Bjorn will check with Lawyers Committee for Civil Rights about pro-bono work. Please send similar suggestions for pro-bono attorneys to Bjorn – the attorney may be from any state in which the Consortium can incorporate.

Next meeting

January 6th, 1-2pm Eastern.