TAPS Council meeting notes Q3 2025

Meeting preamble

Attendance

Council

- Susan P
- Mark G
- Jaala H
- Rebecca N
- Rana A
- Rachel W

Joined during meeting

- Joh H

Community

- Anne
- Fiddy/Lou

Shoutouts

- Susan shouted out the web weaving team
- Mark: everyone who is doing stuff especially while he has had limited bandwidth while moving.

Finalize agenda and approve April 2025 minutes

- Document that we got more information about the person who wrote a letter to us and decided not to respond.
    - #action Rebecca make a footnote in the meeting notes.

Vote to approve minutes

- Rana: yes
- Jaala: yes
- Rebecca: yes

- Rachel: yes
- Mark: yes

Financial reports

- Financial reports still need to be done
- Nothing major has happened to be reported now.
- TAPS has approximately $3700-3800

Committees

Communications

- Jaala - only mod right now and only loosely monitoring

Event planning

- Web weaving comments:
- Mark had to miss the first day but the second day was great
- Rachel: it went better than expected and was a great community bonding event
- Susan: echoed positive things
- Jaala: voiced that web weaving was planned really well and went smoothly
- Susan: really liked that there was only one thing at a time, and people didn't have to choose and worry that most people will go to one
- Lou: loved it, only feedback would be that they'd like to have had more social time

DIEB checkin

- talked last time about restarting the workshops with Jes
    - would help to speed things up if we met monthly instead of quarterly
    - Sunday afternoons are good for them
- Lux is no longer volunteering with us as DEIB Advisor.
- Lou has DEIB training and might be able to help (trained with British law)
- Lou has also volunteered to be our volunteer coordinator
- Jaala: discussion about them possibly joining a DEIB committee

Communications/ Media

- Got a great document from Rhonda (on communications channel in discord)
    - It's a list of what they've been doing on the newsletter (a couple of people that have been doing the news letter)
    - list of requests for website changes

- We are attracting one new youtube subscriber per day (even without adding any new content)
- Mark added (or will add) the intro class that he did #action Mark to add his intro class to the Youtube channel.
- Susan wants to add a FAQ video (intro to the council) #action Susan to and an FAQ video to the Youtube channel.
- The Wonder is still on hiatus, Mark is in sporadic communication with Arwen. She's not ready to come back yet.
- Website: we need to work on multiple aspects: content/communication and technical.

Governance

- Hasn't met much since last council meeting #action Rebecca to reach out to the gov committee

Tech committee

- Website
  - we need to do an accessibility audit
  - Rana: has background as a user experience designer, mindful of her bandwidth since she doesn't have a lot of it but this is in her wheelhouse and thinks she could help here.
  - Tech committee doesn't have access to the back end
- Wiki exists and is in progress
- Working on task management, temporarily using a spreadsheet
- Jaala made a shared drive for our files
- #action Rebecca make wiki public to the council group and create a place for people to leave feedback
- #action Jaala open up the shared drive to council members

Community comments and questions

- We've been doing community questions and comments throughout which has worked for the small number of community members we have here today.

Old business

- We don't have any old business to discuss today.

New business

Council calendar

- Instead of scheduling one meeting at the previous, we'd like to have a council calendar with a monthly meeting
  - Second Sunday of each month
  - Rotate between public meetings, council social session, private working session
  - Council social sesion could be reused for a special meeting (like DEIB, but we might want to be doing that more frequently)
- Susan presented a table of meetings for the next year
  - Note: May is Mother's Day

Public sessions	Social sessions	Working sessions
7/13/2025	8/10/2025	9/14/2025
10/12/2025	11/09/2025	12/14/2025
01/11/2026	02/08/2026	03/08/2026
04/12/2026	05/10/2026	06/14/2026

- During the March working session we will discuss new council members (before the public one)
- Annual meeting will be around strategy
- Fall will include onboarding

New members

- We invited some people to join the council but everyone has said no.

Discussion about volunteer coordinator

- Lou has volunteered to be the volunteer coordinator
- #action Lou to work on volunteer coordinator ideas/documentation

Note: Jon joined the meeting here.

- We're going to have the first social session just be council members while we figure stuff out
- We might play We're Not Really Strangers or Loaded Questions
- #action Jaala to send out the calendar invites
  - #action Susan to create 3 zoom links for the three types of meetings
  - Separate links to prevent accidental attendance
- #action Rebecca to add Lou's email to the wiki

Strategic plan

- Mark proposed that our strategic plan extends beyond three years (used a lot of spoons and we're still working on it)
- Rebecca proposed that we update it
- Jaala in favor update
- We need to schedule time to go over it #action Susan to schedule a time to review the strategic plan.

Website discussion

- #action Everyone: respond if interesting in helping with the website
- Rana: For the website, is able to participate in a consulting role but likely can’t do heavy lifting
- We may want things reviewed for accessibility
- Rana: would be doing a style audit
- Lou can help generate content but can't do the design or back-end
- Jaala: I'm willing to be involved in at least a consulting level
- Jon can also help generate content but not design or back-end.

Action items

- Rebecca: make a footnote in previous meeting notes about the letter we received
- Mark: add his intro class to the Youtube channel
- Susan: add an FAQ video to the Youtube channel
- Rebecca: reach out to the governance committee
- Rebecca: make the wiki public to the council and create a place to leave feedback
- Jaala: open up the shared drive to council members
- Lou: work on volunteer coordinator ideas/documentation
- Jaala: send out calendar invites
- Susan: create 3 zoom links for the different types of council meetings (public, social, working)
- Rebecca: add Lou's email to the wiki
- Susan: schedule a time to review the strategic plan
- Everyone: respond if interested in helping with the website