



# Live Oak Mental Wellness Project, Inc.

## Meeting Minutes

---

### OVERVIEW

The board of directors meeting was held at the following date, time, and location:

Date: June 6, 2024  
Time: 4:30pm Pacific  
Location: Keller Williams Antelope Valley (in-person and via Zoom)  
1401 W Rancho Vista Blvd  
Palmdale, CA 93551

The following directors were present at the meeting:

Arleth Castañeda, President  
Michelle Navarrete, Vice President  
Amanda Regalado, Secretary  
Yoselinne Castillo, Member At-Large  
Monica M Olsen, Executive Director

The following directors were absent:

Eric Gray, Treasurer  
Ramon Padilla, Member At-Large

Pursuant to the Bylaws, the meeting was called to order at 4:35pm by:

Chairperson: Arleth Castañeda, President  
Secretary: Amanda Regalado, Secretary

### APPROVAL OF MEETING MINUTES

The minutes of the last meeting were approved unanimously.

### BOARD EDUCATION

The Executive Director provided an overview of what it means to be on a Board of Directors. The Executive Director shared details about the various roles on the Board, along with associated expectations.

### BOARD MEMBER REPORTS

Executive Director

The Executive Director reported that the second cohort for the Grief and Loss Support Group began on June 4. The Executive Director learned that the grant funding for this group is specific to suicide loss.

The Executive Director reported that Live Oak's second round of clinician-led Art Therapy groups, funded by the Simon Foundation grant, will begin June 19. The Executive Director is seeking a donation from Michael's for art supplies that exceed the current budget in the grant.

The Executive Director reported the May 18 Live Oak Mental Wellness Festival was successful and received positive feedback from attendees and booth hosts, despite a lower attendance than expected.

#### President

The President reported that attendees of the May 18 Live Oak Mental Wellness Festival appreciated the Spanish and English language inclusivity. Volunteers shared both positive feedback about the event's planning, as well as ideas for next year's event. The President enjoyed meeting some Board members in person for the first time.

The President thanked the board for their continuous efforts in serving the Antelope Valley.

#### Vice President

The Vice President reported she is willing to share community connections in support of fundraising and community building.

#### Secretary

The Secretary completed administrative duties, including writing meeting minutes, aiding in the development and communication of the future agenda, and sending meeting reminders.

The Secretary volunteered at the May 18 Live Oak Mental Wellness Festival.

#### Member At-Large

The Member At-Large shared both positive and constructive feedback about the May 18 Live Oak Mental Wellness Festival.

### **COMMITTEE REPORTS**

#### Ways and Means

Nothing to report.

#### Community Engagement

The Committee Chair continues to work to connect with the platform UniteUs.

### **MISCELLANEOUS SUBJECT(S)**

The Board unanimously approved the Travel and Expense Policy.

