

IRE Board of Directors

Executive Committee Minutes | July 13, 2026 @ 2:00p ET

President Josh Hinkle called the meeting to order at 2:03 ET. Secretary Jodie Fleischer called roll.

Executive Committee Members in Attendance: Jodie Fleischer, Cindy Galli, Josh Hinkle, Caresse Jackman, Alejandra Cancino

Other Board Members in Attendance: Brian Rosenthal, Andy Lehren

Staff members in attendance: Lauren Grandestaff, Linnie McIlvain, Heather Feldmann Henry, Amy Eaton, Cody Winchester

In our June 18, 2026, board meeting, the board passed a policy for monthly reports (by 5th of each month or next business day if on a weekend/holiday) from staff on the following:

- **Budget** (Expenditures/Revenue)
- **Fundraising** (amount, timelines, calendar/reminder software)
- **Membership** (new/renewing members, breakdowns, software and systems)

Staff stakeholders and the executive committee met to discuss and finalize the structure and content of those reports. This is an effort to improve transparency and oversight and will help with onboarding the new executive director.

Hinkle said he would create a folder on the shared Board Google drive to keep all of the reports for each month organized in one place, and staff can add the reports to it.

Budget Reporting:

Heather Feldmann Henry plans to provide monthly reports in her usual budget format but she plans to add a variance column for each month. She'll also provide tabs for earlier months and a new document for each fiscal year.

Fundraising Reporting:

Linnie McIlvain presented the detailed format she's currently using for her own quarterly reports and said she could update them monthly to share with the board. They include : individuals, grants, sponsors, number of donors – and she's already tracking retention rate, success rate, upgrade rate, dollars raised and other key metrics.

Fleischer applauded the high level of detail and asked that it initially be provided monthly in its current form rather than Linnie taking time to pare it down. Galli added that if it's provided monthly and deemed to be too detailed, we could always scale back to quarterly at a later point. Cancino pointed out that having this level of detail available could also help the new fundraising subcommittee to assist where needed.

Lynnie said she'd also provide a separate month-over-month development sheet – which will track grant funds awarded – she will create a folder with all of the development documents in one place.

Membership Reporting:

Amy Eaton said she could pull a monthly report documenting new and renewing members. Fleischer asked that membership type and demographics also be included.

A discussion of lapsed members ensued, but the group agreed to hold off on including that in the monthly report.

Cody Winchester pointed out that the new system has a lot of holes in the membership data – particularly for designating which members are international.

Hinkle directed Amy to include the member categories and to include international members and journalists of color within the monthly updates.

Amy said she'd start by providing just the monthly 2026 data and next year she'll add a year over year tab once we have a basis for comparison.

Website Reporting:

Cody Winchester explained that the renewal system was a problem with the initial set up and has now been remedied and is working properly, so there's no need for a monthly report on that. He agreed to report on any emerging issues regarding technology. Cody and Amy asked board members to forward any issues they hear about from members so they can be immediately addressed, and that will help determine whether something is a larger problem, or if someone had limited access due to a lapse in membership, for example.

Training Reporting:

Fleischer asked whether staff would be able to provide a monthly report illustrating the training sessions that were held, along with the number of members trained, location of the training (travel in person or virtual), the trainer, and general topics included.

Lauren pointed out that upcoming public training like workshops and webinars are listed in the calendar on the homepage for members to register. She said there are sometimes paid private trainings as well.

Right now, she said its mainly staff traveling to affinity organization conferences to conduct training on site.

Cancino added that a comprehensive record of training could also be useful for fundraising when potential donors ask about training.

Conference Reporting:

Lauren recommended regular reports on upcoming conference registrations with a comparison to that month of the prior year.

Fleischer requested a report illustrating details of past training used to reach the “total members trained” number provided during the June membership meeting.

Motion to end the meeting: Josh Hinkle

Second: Cindy Galli

Vote: Unanimous

Meeting ended: 2:43 ET