

BOARD OF DIRECTORS MEETING

March 9, 2023

Members Attending Virtually: Al Wilson, Brenda Blackburn, David Carfolite, Donecia Santana, Ellen Steele, Kelly Burgin, Katherine Parnell, Kim Wilson, Lorraine Redd, Noah Rose, Norma Perez, Richard Reagen, and Shannon Perry. (13)

Members Absent: Lisa Fort (4th Absence – Removed)

Guests Present:

Staff Present: Adriana Abee, Bobby Kimmons, David White, Elizabeth Whitten, Kim Hall, Linda Carter, Terri Bowman, Tim Camp and Rocky Cabagnet. (9)

Kelly Burgin opened the meeting at 6:00 PM. A quorum was present virtually.

Announcements:

Minutes of February 9, 2023 Board of Directors Meeting:

Kelly Burgin called for questions and/or corrections regarding the minutes of February's meeting of the Board of Directors. The minutes stand approved as submitted with a motion from Ellen Steele and second by Al Wilson. All were in favor.

Chief Executive Officer's Report:

- The Canon Foundation awarded us \$100,000 for Columbus building costs.
- Consulting firm, mano~Y~ola, is readying a proposal to evaluate our recruitment and retention issues. They will do focus groups and surveys with employees that will help us better understand and address any issues.
- Covid Testing: Our new Covid Testing Policy was reviewed. Unvaccinated employees can return to work under weekly testing protocols. Certain exemptions are still available. The policy was written by our Health Services Coordinator and has been reviewed by our Nurse Consultant, Lawyer and HR department. After discussion, Kelly Burgin called for a Motion to approve the policy as presented. Brenda Blackburn so motioned. Shannon Perry & Kim Wilson both seconded the motion. All were in favor. The policy will go into effect upon being passed by the Head Start Policy Council at their March meeting.

Executive Committee Report, Ellen Steele:

- Discussed hiring mano~Y~ola consultant firm
- Discussed Covid Testing for Unvaccinated Employees Policy
- Discussed hiring a Donor Engagement Officer
- Committee assignments will be emailed to all board members. Meetings will be conducted over the next few weeks, more information will follow. Please call to discuss if you would prefer a different committee assignment.

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- Josh Shelton & Victoria Saldana submitted applications for Board Membership. After reviewing them, the Executive Committee presented them for membership. Kim Wilson motioned to approve their memberships. Shannon Perry seconded the motion. All were in favor.

Treasurer's Report for January 2023, Donecia Santana:

- The Treasurer's Dashboard was reviewed. After a brief discussion, Kelly Burgin called for questions and/or comments. None were proffered. The report was accepted as presented with a motion from the Finance Committee, and a second by Ellen Steele. All were in favor.

Unfinished Business:

- None was proffered.

New Business:

- **Policy Council By-Laws Update:** Linda Carter reviewed the changes. Questions and/or comments were called for. The board was informed that the Head Start Policy Council approved the updates at their February meeting. Kelly Burgin called for a motion to approve the By-Laws. Donecia Santana so motioned. Dave Carfolite seconded the motion. All were in favor
- **2022-2023 Selection Criteria Update:** Linda Carter explained that we feel we are still in alignment with our grants and do not recommend any changes. Questions and/or comments were called for. Kelly Burgin called for a motion to approve the 2022-2023 Selection Criteria. Ellen Steele so motioned. Brenda Blackburn seconded the motion. All are in favor.
- **T/TA Plan 2023-2024:** Linda Carter reviewed the posted document, highlighting the changes. Questions and/or comments were called for. Kelly Burgin called for a motion to approve the 2023-2024 T/TA Plan. Brenda Blackburn so motioned. Kim Wilson seconded the motion. All are in favor.
- **2023-2024 HS-EHS Grant Refunding Application (4th year):** Linda Carter reviewed the posted document. Questions and/or comments were called for. Kelly Burgin called for a motion to approve the refunding application. Shannon Perry so motioned. Ellen Steele seconded the motion. All are in favor.

Kelly Burgin called for any additional business. None was proffered.

Kelly encouraged the board members to distribute the Tebeau Job Fair flyer.

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Adjournment:

Kelly Burgin called for a motion to adjourn. Noah Rose so motioned. Al Wilson seconded. All were in favor. The meeting adjourned at 7:00 pm.

Our next board meeting is scheduled for Thursday, April 13th, 2023 @ 6:00 pm.