

Board of Directors Meeting Minutes
Wednesday, May 18th, 2022
12:00 p.m. – 1:30 p.m.

Members Present: (CEO of Smart Start of Forsyth County) **Louis Finney Jr.**, (Board Member) **Joan Troost**, (Board Member) **Debbie Best**, (Human Resourcing Committee Chair) **Linda Jackson Barnes**, (Board Member) **Monique Pearce-Brady**, (Board Member) **Brian Hart**, (Board Member) **Emily Rector**, (MALea Committee Chair) **Jessica McCrory**, (NC PreK Co-Chair) **Effie McMillian**, (Board Vice-Chair) **Tembila Covington**, (Board Chair) **Reggie McCaskill**, (Board Member) **Wilson Weaver**, (Board Member) **Elizabeth Lees**, (Board Member) **Keisha Redd**, (Treasurer) **Bennett Bruff**, (Immediate Past) **Sheryll Strode**, (Board Member) **Anna Miller-Fitzwater**, (Board Member) **Theresa Stephens**, (Board Member) **Diana Santos Johnson**,

Members Absent: **Denise Hartsfield**, (Board Member) **Tonya McDaniel**, (Board Member) **Vivien Stearns**, (Board Member) **Kelley Bendheim**, (Development Committee Chair) **Sabrina Hinton**,

Staff Present: Juwon Crowell, Tabitha McAllister, Garet Beane, Christa Gilbreath, Tekeshia Dunkin, Marvin Fulwood, Ina Colon-Villafranca, Melissa Estler, Saquana Terry

Call to Order:

(Board Chair) Reggie McCaskill called the meeting to order at 12:00 p.m. where Board members participated in-person and virtually via ZOOM. The Chair established a quorum.

Review and Adopt Agenda:

A motion to approve the agenda was made by (Immediate Past) Sheryll Strode. The motion to approve the agenda was seconded by (Board Member) Joan Troost. All Board Members present voted unanimously to adopt the agenda. Motion Carries.

Introduction of visitors and opportunity for public comment:

Visitors:

Public Comment: No public comment

For Consent:

March 15, 2022 Board of Director Meeting Minutes (attached)

For Discussion:

Board Chair Update

CEO Corporate Update

- *CEO Corporate Update*
- *Strategy Office (attached)*
- *ROOTS Presentation (attached)*

Finance Committee Update

- *March Finance Committee Report Attached*
- *March Treasurer's Report Attached*
- *Finance Single Audit (attached)*

Development Committee Update

- *Development Committee Report (attached)*

Human Resourcing Committee Update

- *May Human Resources Committee Report (attached)*
- *April 2022 Staff Engagement Survey (attached)*
- *SSFC Staff Pay Schedule (attached)*
- *CEO/President Evaluation Overview*

MALea Committee Update

- *March and April Committee Report (attached)*
- *Funding Recommendation to the Board (attached)*
- *Q2 Partners Report (attached)*

Bylaws Committee Update

- *Signed Bylaws (attached)*

NC Pre-K Committee Update

- *NC-Pre-K Committee Report (receive at meeting)*

Meeting Minutes:

Anna Miller-Fitzwater indicated she was not present at the March Board of Directors Meeting. Correction was made to March 2022 Board of Directors meeting. A motion was made by Human Resourcing Committee Chair, Linda Jackson Barnes to approve the March 2022 Board of Directors Meeting. The motion was seconded by Theressa Stephens. All Board Members present voted unanimously to approve the Board Meeting Minutes. Motion Carries.

Board Chair Report: Reggie McCaskill Remarks

(Board Chair) Reggie McCaskill touched based on updates with the Board and expressed how important the work is for Smart Start of Forsyth County.

CEO Corporate Report: CEO of Smart Start of Forsyth County Louis Finney Jr.

(CEO of Smart Start of Forsyth County) Louis Finney Jr. presented the CEO Corporate Report and touched base on high performing staff members.

(CEO of Smart Start of Forsyth County) Louis Finney Jr. presented the Quarterly Champion award to Tekeshia Duncan.

(Chief Strategy Officer) Garet Beane presented the Development Committee update and Strategy Team update. (Chief Strategy Officer) Garet Beane indicated that SSFC's (Community Education and Outreach Coordinator) Ina Colon-Villafranca has an upcoming event on May 19th, 2022. (Chief Strategy Officer) Garet Beane introduced SSFC's (Special Project Manager) Juwon Crowell to the Board of Directors.

(Special Projects Manager) Juwon Crowell presented the R.O.O.T.S (Reversing Outcomes Of Traumatic Situations) presentation.

Finance Committee Update

(Treasurer/Finance Committee Chair) Bennett Bruff provided an update on the Treasurer's Report. (Treasurer/Finance Committee Chair) Bennett Bruff indicated that the Finance Committee did meet earlier in the week. (CEO of Smart Start of Forsyth County) Louis Finney Jr. indicated that SSFC will present the budget at the next Finance Committee meeting. (Treasurer/Finance Committee Chair) Bennett Bruff and (CEO of Smart Start of Forsyth County) Louis Finney Jr. presented the Financial Single Audit, where it was indicated that there were no findings.

A motion was made to approve the Single Audit Report by (Board Vice-Chair) Tembila Covington. The motion to approve the Single Audit Report was seconded by (Human Resourcing Committee Chair) Linda Jackson-Barnes. All Board Members present voted unanimously to approve the Single Audit Report. Motion Carries.

A motion was made by (Treasurer/Finance Committee Chair) Bennett Bruff to approve the SSFC Salary Wage Scale. The motion to approve the Salary Wage Scale was seconded by (Human

Resourcing Committee Chair) Linda Jackson-Barnes. All Board Members present voted unanimously to approve the Salary Wage Scale. Motion Carries.

Development Committee Update:

(Chief Strategy Officer) Garet Beane provided an update on the Development Committee.

Human Resourcing Committee Update:

(Human Resource Committee Chair) Linda Jackson Barnes provided an update on the Human Resourcing Committee. (Human Resource Committee Chair) Linda Jackson Barnes and (CEO of Smart Start of Forsyth County) Louis Finney Jr. presented the April 2022 Employee Survey to the Board of Directors. (Human Resource Committee Chair) Linda Jackson Barnes introduced the new (Human Resourcing Manager) Christa Gilbreath. (Human Resource Committee Chair) Linda Jackson Barnes provided an update on the CEO/President Evaluation Overview.

BYLAWS Committee Update:

(Board Vice-Chair) Tembila Covington presented the updated ByLaws. (Board Vice-Chair) Tembila Covington informed the Board that there were some verbiage updates to the Executive committee section.

A motion was made to approve the recommended changes to the Bylaws by (Board Vice Chair) Tembila Covington. The motion was seconded by (Board Member) Joan Troost. All Board Members present voted unanimously to approve the recommended changes to the Bylaws. Motion Carries.

MALea Committee Update:

(MALea Committee Chair) Jessica McCrory discussed the allocations process and indicated that the next MALea Committee Meeting will be next week (5/23-5/28). (MALea Committee Chair) Jessica McCrory presented the MALea Committee recommendations.

A motion was made by (MALea Committee Chair) Jessica McCrory to approve the MALea Committee Recommendations. The motion to approve the MALea Committee Recommendations was seconded by Dr. Debbie Best.

Theresa Stephens, Anna Miller-Fitzwater, and Emily Perkins Lees abstained from the vote by using the reaction and chat. Sabrina Hinton was not present for this meeting.

All other Board Members present voted unanimously to approve the MALea Committee Recommendations. Motion Carries.

NC Pre-K Committee update:

(Chief Program Officer) Tabitha McAllister presented the NC Pre-K update. (Chief Program Officer) Tabitha McAllister indicated that the committee approved the allocated slots for placement for the upcoming 2022-23 school year. (Chief Program Officer) Tabitha McAllister indicated that SSFC will receive the same amount of funding as previously received in 2021-22. (Chief Program Officer) Tabitha McAllister indicated that the NC Pre-K team is currently receiving applications for the upcoming year. SCHOOLMINT is up and running for families and guardians to apply for Pre-K selection.

Update on Community on Pre K Priority:

(CEO of Smart Start of Forsyth County) Dr. Louis Finney Jr. indicated that the Pre-K Priority has been working together to improve the Pre-K systems in Forsyth County. CEO of Smart Start of Forsyth County) Dr. Louis Finney Jr informed the Board that the Pre-K Priority is looking to improve 30 classrooms and touch base on various outcomes.

Adjourn

A motion was made to adjourn the Board meeting by (Board Vice-Chair) Tembila Covington. The motion to adjourn was seconded by (Board Member) Debbie Best. All Board members present approved to adjourn the meeting at 1:11 p.m.