**Board of Directors Meeting Minutes**

**Wednesday, March 16th, 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,** (Development Committee Chair) **Sabrina Hinton,** (Board Member) **Elizabeth Lees,** (Board Member) **Keisha Redd,** (Board Member)  **Kristin Toruno**

**Members Absent:** **Denise Hartsfield**, (Immediate Past) **Sheryll Strode,** (Board Member) **Tonya McDaniel, (**Finance Committee Chair) **Bennett Bruff,** (Board Member) **Diana Santos Johnson,** (Board Member) **Vivien Stearns**, (Board Member) **Theressa Stephens**, (Board Member) **Kelley Bendheim**

**Staff Present:** Garet Beane, Marvin Fulwood, Tabitha McAllister, Thomas Long

**Call to Order:**

(Board Chair) Reggie McCaskill called the meeting to order at 12:04 p.m. via ZOOM platform. The Chair established a quorum.

**Review and Adopt Agenda:**

A motion to approve the agenda was made by (Board Vice-Chair) Tembila Covington. The motion to approve the agenda was seconded by (Board Member) Wilson Weaver. All Board Members present voted unanimously to adopt the agenda. Motion Carries.

**Introduction of visitors and opportunity for public comment**:

**Visitors:** Mark Flowers

**Public Comment: No public comment**

Consent Agenda:

* January 19th, 2022, Board of Directors Meeting Minutes

For Committee Discussion

* Board Chair Update
* CEO Corporate Update
	+ Corporate update – *attached*
	+ Request to add C.S.O as contract signer
* BYLAWS Committee Update
	+ Committee Report – *attached*
	+ BYLAWS Revision Recommendation – *attached*
* Finance Committee Update
	+ Finance Report – *attached*
	+ February Treasurer’s Report – *attached*
	+ NCPC Additional Funding – *attached*
* Development Committee Update
	+ Committee Report – *attached*
* Human Resourcing Committee Update
	+ Committee Report – *attached*
* MALea Committee Update
	+ Committee Report – *attached*
	+ TLS Contract Activity Change
* NCPREK Committee Update

**Board Meeting Minutes Approval**

**A motion was made by Board Vice-Chair, Tembila Covington to approve the previous Board Meeting minutes from January 19th, 2022. The motion was seconded by Board Member Debbie Best.** 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 base on the annual evaluation of the CEO of SSFC. (Board Chair) Reggie McCaskill discussed with the Board of Directors about advocacy and pushing for funding opportunities for the organization.

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

(CEO of Smart Start of Forsyth County) Louis Finney Jr. present the CEO Corporate Report which touched base on the Early Childhood Education Task Force. (CEO of Smart Start of Forsyth County) Louis Finney Jr. provided an overview of the task force. (CEO of Smart Start of Forsyth County) Louis Finney Jr. provided information about the Pre-K Priority Coalition and Forsyth County Pre-K enrollment. (CEO of Smart Start of Forsyth County) Louis Finney Jr. presented information regarding Title I Funding with Forsyth County at 8%. (CEO of Smart Start of Forsyth County) Louis Finney Jr. provided insight about equitable pay and teacher compensation. (CEO of Smart Start of Forsyth County) Louis Finney Jr. discussed the upcoming funding opportunities with the City of Winston Salem. (CEO of Smart Start of Forsyth County) Louis Finney Jr. highlighted Governance and Administration Scenarios.

**BYLAWS Committee Update**

(Board Vice-Chair) Tembila Covington presented the Bylaws Committee Report. Within the Bylaws Committee Report there were some recommended changes to some verbiage around the Consent Agenda. (Board Vice-Chair) Tembila Covington highlighted the change of minimal membership of 18 Board member, but no more than 21.

A motion was made to approve the recommended changes to the Bylaws by Board Member Debbie Best. The motion was seconded by Secretary Sabrina Hinton. All Board Members present voted unanimously to approve the recommended changes to the Bylaws. Motion Carries.

**Finance Committee Update**

(Chief Finance Officer) Thomas Long provided an update on the Treasurer’s Report.

A motion was made to approve the NCPC additional funding by Secretary Sabrina Hinton. The motion was seconded by Wilson Weaver. All Board Members present voted unanimously to approve the recommended NCPC additional funding. Motion Carries.

**Development Committee Update**

(Secretary) Sabrina Hinton provided an update for the Raising Forsyth Annual Event. (Secretary) Sabrina Hinton informed the Board that the caterer will be Salem’s Kitchen and the keynote speaker of the Annual Event is the Interim Chair of Education at Winston-Salem State University, Dr. Kim D. Pemberton.

(Board Member) Emily Rector provided the ‘Why I Give’ speech to the Board and why it is essential to donate to Early Childhood Education. (Chief Strategy Officer) Garet Beane indicated the percentage of donations by the Board and Staff. (Chief Strategy Officer) Garet Beane provided an update on the upcoming Raising Forsyth Annual Event.

**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 indicated that there was an update on professional development to included Diversity, Equity & Inclusion training courses. Human Resource Committee Chair Linda Jackson Barnes provided an update about the Updated Code of Conduct and the COLA recommendation.

There was motion made to approve the inclusion Code of Conduct and 3% COLA retroactive from July 1, 2021 for current full time eligible employees by Secretary, Sabrina Hinton. The motion to approve was seconded by Board Vice-Chair, Tembila Covington. All Board Members present voted unanimously to approve the Updated Code of Conduct and the COLA recommendation. Motion Carries.

A motion was made to approve Chief Strategy Officer, Garet Beane as a Contract Signer by Linda Jackson Barnes. The motion was seconded by, Board Vice Chair, Tembila Covington. All Board Members voted in favor. Motion Carries.

**MALea Committee Report: MALea Committee Chair, Jessica McCrory**

(MALea Committee Chair) Jessica McCrory informed the Board of Directors that the MALea committee is in the process of the allocation cycle. Jessica McCrory indicated that panels did separate to discuss recommendations.

A motion was made to approve the TLS contract activity change by Board Member, Debbie Best. The motion was seconded by Board Vice-Chair, Tembila Covington. All Board Members present voted unanimously to approve the recommended contract activity change. Motion Carries.

**NC Pre-K Committee: NC Pre-K Committee Co-Chair, Effie McMillan**

(NC Pre-K Committee Co-Chair) Effie McMillan informed the Board that the committee met on February 18th, 2022. (NC Pre-K Committee Co-Chair) Effie McMillan indicated the NC Pre-K applications were released in January. (NC Pre-K Committee Co-Chair) Effie McMillan reminded Board that SSFC is moving to a new database that will improve efficiency and simplify the application process for families.

**Adjourn**

A motion was made to adjourn the Board meeting by (Board Member) Debbie Best The motion to adjourn was seconded by (Board Member) Wilson Weaver. All Board members present approved to adjourn the meeting at 1:10 p.m.