**Board of Directors Meeting Minutes**

**Wednesday, July 20th, 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**, (Board Vice-Chair) **Tembila Covington,** (Board Chair) **Reggie McCaskill,** (Secretary) **Sabrina Hinton,** (Board Member) **Elizabeth Lees,** (Board Member) **Keisha Redd,** (Board Member), **Denise Hartsfield**, (Immediate Past) **Sheryll Strode,** , (Board Member) **Theressa Stephens**,

**Members Absent:** (Board Member) **Tonya McDaniel, (**Treasurer) **Bennett Bruff,** (Board Member) **Diana Santos Johnson,** (Board Member) **Vivien Stearns** (Board Member) **Kelley Bendheim,** (Board Member) **Wilson Weaver,** (NC PreK Co-Chair) **Effie McMillian**,

**Staff Present:** Garet Beane, Marvin Fulwood, Tabitha McAllister, Tim Campbell, Christa Gilbreath,

**Call to Order:**

(Board Chair) Reggie McCaskill called the meeting to order at 12:01 p.m. via ZOOM platform. The Chair established a quorum.

**Review and Adopt Agenda:**

A motion to approve the agenda was made by (Secretary) Sabrina Hinton. The motion to approve the agenda was seconded by (Immediate Past Chair) Sheryll Strode. All Board Members present voted unanimously to adopt the agenda. Motion Carries.

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

**Visitors: No Visitors**

**Public Comment: No public comment**

Consent Agenda:

* + May 18th, 2022, Board of Directors Meeting Minutes

For Committee Discussion

* Board Chair Update
* CEO Corporate Update
	+ Pre-K Priority ARPA Submission presentation – attached
* Finance Committee Update
	+ June Treasurer’s Report – attached
	+ 2022-23 Budget – attached
* Human Resourcing Committee Update
	+ Committee Report – *attached*
	+ Human Resourcing action item on CEO evaluation
* MALea Committee Update
	+ Committee Report – *attached*
	+ 3rd Quarter Partners Report *- attached*
* NCPREK Committee Update
	+ Committee Report – *attached*
* Development Committee Update
	+ No meeting was held

**Board Meeting Minutes Discussion**

Discussion was had concerning the previous Board Meeting minutes from May 18th, 2022, and it was noted that the minutes would need to be amended such that “Emily Perkins Lees” be changed to “Elizabeth Lees”. The amended minutes will be voted on at the next board meeting.

**Board Chair Report: Reggie McCaskill Remarks**

(Board Chair) Reggie McCaskill commented on Smart Start of Forsyth County receiving the Triad Business Journal’s Diversity Award.

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

(CEO of Smart Start of Forsyth County) Louis Finney Jr. presented the CEO Corporate Report which touched base on the ARPA Pre-K Priority Grant.

**Finance Committee Update**

(CEO of Smart Start of Forsyth County) Louis Finney Jr. provided an update on the Treasurer’s Report. (Board Chair) Reggie McCaskill recommended that SSFC should look into appointing a board member on the finance committee to be able to present the finance committee update in the event that the finance committee chair is absent. (CEO of Smart Start of Forsyth County) Louis Finney Jr. indicated that we underspent in some program areas and will be reverting those funds. We will be able to request those funds back for the next fiscal year pending NCPC approval.

**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 discussion about the possibility of a master contact list for both SSFC staff and staff at close partner agencies, as well as about the possibility of a wellness initiative. Human Resource Committee Chair Linda Jackson Barnes provided an update about the CEO evaluation, which led the committee to recommend a 10% pay increase to the CEO. Human Resource Committee Chair Linda Jackson Barnes also indicated there was discussion about increasing training and team building opportunities for the entire staff, as well as potentially with board members.

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

(Board Chair) Reggie McCaskill informed the Board of Directors that the MALea committee voted to cancel their July meeting, that Kim Torino had tendered her resignation from the Board, and that Stephanie and Pam had resigned from the MALea committee. Our new bylaw term limits are two years and many of the members have expired terms for year 2023.

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

(NC Pre-K Committee Co-Chair) Sheryll Strode informed the Board that 634 slots of the 725 that were allocated were filled, and that a small number of school system classrooms were relocated. Tabitha McAlister added that NC Pre-K received $73,425 toward NC Pre-K classroom teachers at privately-owned centers.

**Development Committee Update**

(Secretary) Sabrina Hinton mentioned that the Development Committee had no report, as their next meeting was scheduled for next month. Garet Beane added that Marvin Fulwood had secured a $20,000 anonymous gift toward the Dolly Parton Imagination Library program, and (CEO of Smart Start of Forsyth County) Louis Finney Jr. added that the Winston-Salem Police Department would be providing funds to SSFC for the first time as a donation through their foundation.

**Closed Session**

(Board Chair) Reggie McCaskill called the board into closed session according to Article 143-318—111, Section 6. Following the closed session, Denise Hartsfield moved that the report of the CEO stand with no further amendment. The motion was seconded by Dr. Sabrina Hinton and passed unanimously.

**Adjourn**

A motion was made to adjourn the Board meeting by (Board Member) Denise Hartsfield The motion to adjourn was seconded by (Board Member) Dr. Sabrina Hinton. All Board members present approved to adjourn the meeting at 1:19 p.m.

**Board of Directors Meeting Minutes Closed Session**

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The meeting was to discuss Personnel Action (Evaluation Follow Up again) of the CEO to include evaluation and compensation with the entire Board.

The meeting was adjourned by 1:45 p.m.