

Family Connection-Communities In Schools of Athens

DRAFT Board of Directors Meeting Minutes

Meeting date & location: November 3, 2022, Neighborhood Leaders Hub and Zoom

Draft minutes to be presented at next Board meeting by: Secretary Joan Bertsch

A quorum was in attendance.

Board members present: Shannon Brooks (presiding), Valerie Bell, Gary Bertsch, Joan Bertsch, Daniel Epting, Jack Frierson, Kelly Girtz, Lizette Guevara, Patrick Howard, Michaela Lawrence Jeffery, Alice Kinman, Adam Kurtz, Paul Kurtz, Stephen Nobles (representing Robbie Hooker), and Erin Thompson Podvin

Board members absent: Alexia Ridley, David Bradley, Donarell Green, Aseel Mansour, Keri Massey, Greg Roseboro, Hadiza Saar, Denise Spangler, and Jennifer Zwirn

On leave from Board: Courtney Davis

Staff present: Executive Director Tim Johnson, Administrative Manager Cheri Smithson, Neighborhood Leaders Director Terris Thomas, and Neighborhood Leaders Patrick Howard and Lizette Guevara (who are nonvoting Board members)

Others present: Volunteer Emmett Greenberg and Georgia Family Connection Region 5 Manager Sonya Hope

Voting items & reports	
Agenda item	Motion/action or report
Opening	Vice President Shannon presided as President Alexia was called to a late-scheduled meeting with David Sedaris's staff; Alexia will introduce Sedaris at his talk on Monday, a bright spot. Tim thanked Cheri for working extra hours and having everything ready for the meeting. Tim thanked Cheri's son Emmett for helping set up the technology for the Board meeting. Tim shared the bright spot that most of the Neighborhood Leaders were able to participate in the Family Connection state conference, learning from the workshops, team-building, and engaging with the state-wide network. Stephen Nobles, Clarke County School District's Government and Flexibility Specialist, was welcomed as Superintendent Dr. Robbie Hooker's representative. Tim encouraged everyone to check out Stephen's YouTube channel Storytime with Mr. Stephen , featuring Stephen's delightful reading of children's books: https://tinyurl.com/5n7btuwr
Program/Project Report	Tim shared the Responsibilities of a Family Connection Collaborative document from Georgia Family Connection Partnership and how we implement that process locally.
Staff and Committee reports	Written reports from Board committees were emailed and printed copies provided. Erin corrected the committee reports membership; she now serves on the Strategic Planning and Succession Committee and no longer serves on the Resource Development Committee.
Minutes	Secretary Joan shared the Minutes of the August Board meeting. They were moved, seconded, and unanimously approved as circulated.
Finance Committee	Tim shared that Cheri and Keri continue working with our consultants in preparation for our audit. As of October 31, we had \$240,915.67 in the bank. This includes grant funds received and not yet spent. Tim also shared that DFCS is changing reimbursement for our SNAP Outreach contract to quarterly rather than monthly; this means we will be

	reimbursed in mid- to late-February for expenditures October-December. This is our second-largest funding source, so we must maintain sufficient funds to cover the float.
Board Development Committee	Board Development Chair Gary thanked everyone for the great turnout and engagement at the retreat. Gary shared a handout with an elevator speech, a longer handout of Talking Points & Guidance, and a list showing membership of all Board committees. Gary also shared the Board Member Job Description and recommended that all Board members regularly review it.
Focus conversation: Follow-up from the Retreat	Strategic Planning & Succession Chair Shannon thanked all for the engaged and productive retreat. She commented that the SWOT and related work at the retreat will inform the ongoing process. She pointed out that the Responsibilities of a Family Connection Collaborative document includes a section on the responsibilities of the local coordinator (in our case the title is executive director) that is helpful; she encouraged all Board members to review it. She, Sayge Medlin (of Fanning), Sonya, and Tim will meet in the near future to discuss next steps. She will schedule a Committee meeting soon and anticipates a lot of work in the weeks and months ahead. Daniel announced a December 10 th Leap for Literacy banquet with local children’s book authors. He will send more information. Daniel asked Tim what “pie in the sky” unfulfilled dreams he had for the organization. Tim mentioned additional administrative staffing, staff facilitator for each strategic action team, and site coordinators in every school. Daniel requested that Tim draft an organizational chart reflecting that and costs, and offered to help put it together. There was discussion about the Changing the Picture for Athens Children Awards Dinner, including the need to convene a meeting very soon.
Adjournment	Shannon adjourned the meeting at 9:40 a.m.