

Family Connection-Communities In Schools of Athens Board of Directors Meeting Minutes

Meeting date & location: January 11, 2024, FC-CIS Neighborhood Leaders Hub and Zoom

Draft minutes to be presented at next Board meeting by: Secretary Paul Kurtz

Board members present: Shannon Brooks (presiding), Carl Blount, Lizette Guevara, Kevin Hagan, Chaplain Cole Knapper, Keri Massey, Alison Bracewell McCullick, Erin Thompson Podvin, Monique Sanders, Denise Spangler, and Faatimah Stevens. A quorum was in attendance.

Board members absent: David Bradley, Daniel Epting, Kelly Girtz, Donarell Green, Alice Kinman, Paul Kurtz, Michaela Lawrence Jeffery, Stephen Nobles, and Jennifer Zwirn.

Staff present: Executive Director Tim Johnson, Administrative Manager Cheri Smithson, Intern Juwon Johnson, and Neighborhood Leaders Lizette Guevara and Faatimah Stevens (Lizette and Faatimah are nonvoting Board members)

Voting items & reports	
Agenda item	Motion/action or report
Opening	President Shannon Brooks opened the meeting and welcomed everyone.
Project overview: Infants & Toddlers Court (serving birth-to-three-year-olds in the foster system and their families with comprehensive wraparound support)	Executive Director Tim Johnson gave an overview of this new initiative for which we were just approved for funding to be the sole initial pilot for Georgia, implementing a model that has been effective in other states and that a state legislative committee has recommended for statewide implementation. He shared a handout from the national organization Zero to Three, and another showing the structure of our local partnership.
Staff reports	Tim gave highlights/updates from the last month, including that Terris Thomas was selected as the recipient of the 2024 UGA President’s Fulfilling the Dream Award to be presented at Tuesday’s MLK Breakfast, achieving “Gold” status on Guidestar’s nonprofit rating scale, receiving several grants, the newsletter prepared and distributed by the Communications Committee, and others. Printed copies of staff reports will be provided to any Board member upon request.
Minutes	Minutes from the December 7th Board meeting (previously circulated) were presented by Shannon. A motion was made, seconded, and unanimously approved to adopt the Minutes as circulated.
Finance Committee	Treasurer Keri Massey shared that she plans to establish a new Finance Committee (which the Treasurer chairs) and invited volunteers. (Members of the Executive Committee have served as the Finance Committee.) She extensively researched health insurance options with new executive director to serve on the FC-CIS payroll (instead of the School District’s). An option was identified and will be implemented that will support current staff as well as the current staff utilizing the Exchange. She reported that administrative manager Cheri Smithson is working diligently with CPA consultants to get the Quickbooks entries in order and for the audits to proceed expeditiously. She said that mid-year budget amendments will be presented at the February Board meeting instead of this month. She reported that we are required to submit a corporate resolution for entering into contract with the state for our FY 2025 state Family Connection funding; this resolution had been emailed to Board members. It must be signed by the Board President and the Board Secretary. A motion was made, seconded, and

	<p>unanimously approved to designate Vice President Alice Kinman as interim Secretary until Secretary Paul Kurtz returns from out of state. Another motion was made, seconded, and unanimously approved for the corporate resolution as circulated.</p> <p>A list of grants and contracts for Board consideration had been emailed and was presented by Keri for approval:</p> <ul style="list-style-type: none"> • Scaling for Success (national CIS funding that will match local to place new site coordinators in schools); request for proposal will be released January 19th, the letter of intent is due January 31, and the proposal due date will be in the rfp. • Athens Area Diaper Bank MOU to continue to provide diapers for us to distribute in 2024 (more than 100,000 diapers each of the last two years) (no charge to us) • Resilient Northeast Georgia (Athens Area Community Foundation) grant for us to host a Community Resiliency Model Training, \$4,000 • Other Athens Area Community Foundation grants: Empty Stocking Fund (exceeded \$20,000), Changing the Picture sponsorships from donor advised funds, other donations from donor advised funds (the sponsorships and donations through AACF are technically grants) • Georgia THRIVE Infant/Toddler Court pilot for Georgia, \$60,000 grant (administered by Georgia State) • Application from Georgia State on our behalf for additional funding to serve prenatal and infants exposed to opioids but not in foster care, \$200,000 total grant, \$130,000 to us • Grant from Georgia Department of Public Health for Neighborhood Leaders to facilitate Restorative Circles in East Athens neighborhoods, \$10,000 • Request to Kirbo Family Foundation, \$25,000 • National Partnership for Student Success grant application for \$10,000 for collaborative support for student success (due January 19th) • SNAP outreach grant (just finalized this week), up to \$204,399.10 <p>A motion was made, seconded, and unanimously approved to apply for or accept the funds as listed, including MOUs and contracts related thereto.</p>
Resource Development Committee	Development Director Jennifer Griffith was meeting with potential donors this morning. Tim emailed Jennifer’s report updating where we stand with sponsors, and summarized the report. All were encouraged to press for additional sponsorships and ticket sales. The Country Club (venue for the event) is requiring a head count by Monday, January 15.
Board Development Committee	Board members were encouraged to think of potential nominees for the Board and for the officer positions. Tim reminded everyone that Shannon is at the end of her term limit, so a new President must be identified.
Communications Committee	The newsletter distributed at year-end was very well received and gratitude expressed to editor/Committee Chair Michaela Lawrence Jeffery and the entire Communications Committee.
Executive Director Succession Committee Executive Session	A motion was made, seconded, and unanimously approved to go into executive session to discuss personnel matters. All staff left the meeting.
Reconvening and adjournment	The Board reconvened. Shannon adjourned the meeting.