

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

Meeting date & location: February 22, 2024, FC-CIS Neighborhood Leaders Hub and Zoom

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

Board members present: Alice Kinman (presiding), Carl Blount, Donarell Green, Lizette Guevara, Chaplain Cole Knapper, Michaela Lawrence Jeffery, Keri Massey, Alison Bracewell McCullick, Monique Sanders, Denise Spangler, Faatimah Stevens, and Jennifer Zwirn. A quorum was in attendance.

Board members absent: David Bradley, Shannon Brooks, Daniel Epting, Kelly Girtz, Kevin Hagan, Paul Kurtz, and Stephen Nobles.

Staff present: Executive Director Tim Johnson, Administrative Manager Cheri Smithson, Development Director Jennifer Griffeth, Director of Neighborhood Engagement Terris Thomas, 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	Everyone was welcomed. Several Board members were out with the flu, including the President, but a quorum was in attendance. Vice President Alice Kinman presided.
Project overview: Neighborhood Leaders' meeting with Commissioners	Terris Thomas gave a report on a recent meeting of Commissioners with the Neighborhood Leaders. The intent is to invite groups of Commissioners (never a quorum) to a meeting each quarter to discuss opportunities and challenges in the community. Commissioners Dexter Fisher and Tiffany Taylor attended; two others planned to attend but were unable to make it at the last minute. It was a great discussion about issues in the community. Both commissioners expressed strong support for the Neighborhood Leaders and the program. The next one (not counting the March 14 work session) will be in April or May.
Personnel Committee	A request from staff to add a personnel policy allowing staff to donate leave to other staff was moved, seconded, and unanimously approved.
Minutes	Minutes from the January 11 Board meeting (previously circulated) were presented, moved, seconded, and unanimously approved as circulated.
Corporate Resolution for SNAP Outreach grant	Treasurer Keri Massey presented a proposed Corporate Resolution to enter contract with DHS for the SNAP Outreach grant. It was moved, seconded, and unanimously approved.
Staff reports	Written reports were emailed before the meeting. Tim gave verbal updates, including that our four major applications are all due next week – Family Connection draft FY 2025 Annual Plan for Children, Neighborhood Leaders FY 2025 proposal to ACC Mayor & Commission (their work session with us will be Thursday, March 14, 5 to 6:30 pm), FY 2025 SNAP Outreach proposal, and CIS National Scaling Opportunity (expansion grant). He reported that the day before was Family Connection Day at the Capitol and that our delegation unanimously supports proposed increases in our state funding, currently proposed at \$67,500 for Family Connection (up from \$52,500) and \$50,000 for Communities In Schools (up from \$26,000).
Finance Committee	In addition to items listed above, Treasurer Keri Massey reported that Kimberly is making great headway and should have the books ready for audit for FY 2022 and FY 2023 in the first week of March. She hopes to identify an additional auditor to do FY 2023 at the same time that our current auditor is

	<p>doing FY 2022 so they will both be completed as soon as feasible. She requested that Board members ask their CPA friends and other contacts for suggestions. Alice suggested also asking the Community Foundation. Tim recommended that while reaching out to accountants, Board members explore interest in their joining the Board next year. Carl Blount and Jennifer Zwirn commented that every nonprofit board is seeking accountants, but agreed that it would be good.</p>
Resource Development Committee	<p>Development Director Jennifer Griffeth's report was emailed to the Board prior to the meeting. She added that the Resource Development Committee will meet on Monday, March 11, 1:30 pm via Zoom to discuss potential new avenues of fundraising and moving forward. She will share results of three surveys sent to Changing the Picture participants (sponsors, staff, other attendees).</p>
Board Development Committee	<p>Tim encouraged Board members to think of potential nominees for the Board and for the officer positions, and that Shannon is at the end of her term limit, so a new President must be identified.</p>
Communications Committee	<p>Editor/Committee Chair Michaela Lawrence Jeffery and the Communications Committee are working on the next newsletter.</p>
Executive Director Succession Committee	<p>Tim reported that Shannon will email Board members a written update from the Committee, that final interviews are scheduled next week, and that she anticipates selection of a finalist to be recommended to the Board for approval. The next regular Board meeting is March 28, so she requests a special called meeting to introduce the finalist and have a vote. The scheduled first day for the new hire is April 1, with Tim's final day June 30.</p>
Announcements	<p>The Early Learning Center West chili cookoff will be Tuesday February 27, 5:30-7pm, with Jennifer Griffeth cooking chili for us. All proceeds benefit families enrolled in Early Head Start and Head Start.</p> <p>Chaplain Cole Knapper is lead Athens area organizer for the national Poor People's Call for Moral Revival, with a march at the state Capitol on March 2 from 10 am to 1 pm; she will email details to the board.</p> <p>The Chamber is hosting a breakfast with Governor Kemp on Monday; it is sold out. Tim and Jennifer G are attending.</p> <p>March 29, 11am to 3 pm, FC-CIS is hosting an Interagency Networking Resource Fair at the ACC Library, with the intent that staff can better understand additional resources for their clients, and connect with staff facilitating those resources. Board members would be welcome.</p> <p>The next regular Board meeting will be Thursday, March 28, 8:30-9:30am (biscuits and socializing beforehand). The next Executive Committee meeting is Tuesday, March 19, 8:30-9:30.</p> <p>The Resource Development Committee will meet via Zoom on Monday, March 11, 1:30-2:30 pm.</p> <p>A special called meeting will be scheduled to present the finalist for executive director; Board members are asked to watch for and respond to a doodle to schedule it, and to participate in the meeting.</p> <p>Other events were provided on the back of the Agenda and are on our web site.</p>
Adjournment	<p>Alice adjourned the meeting at 9:12 a.m.</p>