

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

Meeting date & location: May 24, 2024, FC-CIS Neighborhood Leaders Hub and Zoom, and with votes via email to achieve a quorum

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

Board members present:

In person/Zoom: Shannon Brooks (presiding), Daniel Epting, Lizette Guevara, Chaplain Cole Knapper, Keri Massey, Alison Bracewell McCullick, Stephen Nobles, Denise Spangler, Faatimah Stevens, and Jennifer Zwirn.

E-mail: Shannon Brooks, Denise Spangler, Kevin Hagan, Alice Kinman, Alison Bracewell McCullick, Paul Kurtz, Kelly Girtz, Carl Blount, Keri Massey, Monique Sanders, Chaplain Cole Knapper

Elected Board members absent: David Bradley, Donarell Green

Staff present: outgoing Executive Director Tim Johnson, incoming Executive Director Erin Thompson Podvin, Administrative Manager Cheri Smithson, Development Director Jennifer Griffeth, Director of Neighborhood Engagement Terris Thomas, Athens THRIVE community coordinator Christina Thompson, and Neighborhood Leaders (nonvoting Board members) Faatimah Stevens and Lizette Guevara.

| Voting items & reports | |
|-----------------------------------|--|
| Agenda item | Motion/action or report |
| Opening | All were welcomed, Shannon Brooks presiding |
| SAT or Project Update | Executive Directors Tim Johnson and Erin Thompson Podvin updated the Board on the Site Coordinator program expansion, funded through the School District and the Ballmer Group through Communities In Schools National, and on Athens THRIVE Infant-Toddler Court pilot for the state. All welcomed newly-hired Athens THRIVE Community Coordinator Christina Thompson, whose first day will be the Monday after the Board meeting, and discussed her background and expectations. |
| Staff reports | Staff emailed written reports, and provided additional updates. |
| Minutes | Minutes from the April Board meeting (previously circulated) were provided in person and in the email vote. A motion to approve the Minutes as circulated was made, seconded, and unanimously approved as circulated. |
| Finance Committee | <p>Treasurer Keri Massey reported on proposed budget for FY 2025, which will be voted on at the June Board meeting. She reported that we are in good shape with cash flow, revenues, and expenses. She reported that the audit is proceeding well.</p> <p>Keri proposed that Erin Thompson Podvin be added as an authorized signer on all of our bank accounts utilizing the corporate resolution language from each. The motion was made, seconded, and unanimously approved to do so.</p> <p>Keri proposed that Erin be issued an organizational credit card. The motion was made, seconded, and unanimously approved.</p> <p>Keri proposed that the Board approve acceptance of a \$5,000 grant from CVS for diabetes education. The motion was made, seconded, and unanimously approved.</p> <p>Keri proposed that the Board approve an increase in our proposed funding from CIS National (Ballmer Group funding). The motion was made, seconded, and unanimously approved.</p> |
| Resource Development Committee | Development Director Jennifer Griffeth reported that she arranged an Athens CEO recording for Erin, and that she scheduled a Radio X podcast with Erin and herself. She reported approval of a grant for \$5,000 from CVS for diabetes |

| | |
|-----------------------------|--|
| | <p>awareness through the Neighborhood Leaders. She reported getting website proposals from four companies. She reported that Synovus has added us to its employee referral program; if Synovus employees volunteer with us, the company donates to us, and can also do payroll deduction. She reported approval for Georgia's State employees payroll deduction donations.</p> |
| Board Development Committee | <p>The Committee has identified candidates for officer positions and Board positions for the elections in June. They propose for officers: President: Keri Massey; Vice President: Alice Kinman; Treasurer: Carl Blount; and Secretary: Paul Kurtz; all have agreed to serve.</p> |
| Communications Committee | <p>Committee Chair Paul Kurtz reported that a new newsletter is in production. He reported on publicity hiring Erin, which has included great coverage.</p> |
| Executive Committee | <p>Shannon reported that the Succession Committee has completed its work of hiring a new executive director. She reminded everyone that there will be a "goodbye/hello" celebration – goodbye to retiring Executive Director Tim Johnson, hello to new Executive Director Erin Thompson Podvin – from 5:00 to 7:30 p.m. on June 26 in The Chapel on Prince.</p> |
| Adjournment | <p>Shannon adjourned the in-person portion of the meeting, with email voting to follow.</p> |