

Family Connection-Communities In Schools of Athens  
Board of Directors Meeting Minutes  
March 27, 2025

The meeting was called to order by President Kerri Massey at 8:34 a.m.

Draft minutes had been distributed before this meeting by Secretary Kurtz. The minutes for the February Board meeting were accepted after corrections by Kurtz on motion by Kurtz, seconded by Kinman

**Present:** President Massey, Vice President Kinman, Treasurer Blount, Secretary Kurtz, Executive Director Podvin. **Board Members:** Spangler, Luciani, Stevens, Hagan, Nobles, Zwirn, Knapper, Blunt, Bradley. **Absent:** Past President Brooks, Sanders, Girtz, Meadows, Diaz, McCullick

**Staff:** Executive Director Podvin

Agenda item	Motion/action or report
Staff reports	<p>Executive Director Podvin reported that Alicia Harris has joined as a Site Coordinator at Clarke Central and is doing quite well. She also reported that the Program Manager position remains vacant, but three finalists are to be interviewed in the very near future. The Resource Development position remains vacant, but we are about to begin a contract relationship which will help us both come up with a strategy for the near term and the long term, including identifying a person to take over the work on a permanent basis. Our search for a bi-lingual Neighborhood Leader continues.</p> <p>Executive Director Podvin reported we now have our first THRIVE client and we have decided to lengthen the window of time during which we will accept new clients after a pending case has been filed. This longer period would be consistent with what is done in other THRIVE programs around the country. Neighborhood Leaders were able to complete their Core Competency Training in Athens recently along with other NL's from around the state.</p> <p>The Family Connection yearly plan continues to be streamlined and polished for the coming fiscal year. It will be focused on having our efforts linked to our mission.</p> <p>Executive Director Podvin reported that our Hub landlord, Daniel Epting (also a former Board Member) has asked for an increase in the rent we pay to be closer to fair market value. After a lengthy discussion, it was agreed unanimously, on motion by Kurtz seconded by Bradley, to agree to pay \$3,000 per month retroactively to January through our departure no later than June 30<sup>th</sup>, 2025. We will move all operations to the CCSD building where our current office is. We have been paying approximately \$2,700 monthly for the use of the Hub and will incur no new obligations to the CCSD with the coming move.</p>

President's Report	<p>President Massey reported that the ad hoc Committee on Internal Structure and Administration and the ad hoc Committee on the Future of the NL program each had met since our February meeting and were making good progress with good discussions of what should be done going forward. Both President Massey and Executive Director Podvin continue to be sitting in with both committees. The Committee on Internal Structure and Administration is beginning work on structuring a good, concise description of what we do to help in Resource Development going forward.</p> <p>The NL Committee is embarked on how we can be flexible with that program in light of the uncertainty of continued funding from the Mayor and Commission.</p> <p>Vice President Kinman reported on the work session of the Mayor and Commission and Executive Director Podvin's presentation. President Massey and Vice President Kinman both reported that the presentation went extraordinarily well, though there is no guarantee that we will have funding at the same level this coming year as this year. Going forward there will not be hard lobbying, but conversations with individual Commissioners, especially Commissioner Johnson will be had.</p>
Resource Development Committee	<p>Kevin Hagan, on behalf of the Committee discussed the proposed partnership which had been submitted to the Board by Cameron Jay Harrelson DBA Defined Campaigns. The proposal outlines a three-stage process in which the company will: <b>First</b>, develop a Strategic Fundraising and Planning Program, <b>Second</b>, plan and execute a mission-driven fundraising event that maximizes donor engagement and <b>Third</b>, assist FC-CIS in defining and structuring the Development Director role to ensure long-time success in fundraising and donor engagement.</p> <p>After a detailed discussion of the proposal which had been distributed to the Board before the meeting, on motion of Bradley, seconded by Zwirn, the Board unanimously voted to enter the proposed partnership for up to \$20,000. The project should take somewhere between 18-24 weeks.</p>
Communications Committee	<p>Chairman Kurtz reported that the production of our next newsletter has been delayed because of the continued vacancy in the Program Manager's position with Executive Director having to fill in.</p>
Finance Committee	<p>Chairman Blount reported that work on the Fiscal Year 2023 has been completed and is in the process of being submitted to the appropriate agencies. He also reported on discussions with Fricke and Associates to have them do our next audit. They are highly recommended and are located in the Atlanta area. The work will be done by John Holmes with whom Blount has had detailed conversations. The firm's work is approximately 90% with non-profits. On motion of Blount, seconded by Kurtz, the Board unanimously voted to engage the firm. Holmes stated that a typical audit of this nature should cost in the neighborhood of \$15,000.</p> <p>Our current finances were outlined in materials distributed to the Board before the meeting and we are in good shape, according to Chairman Blount.</p> <p>Executive Director Podvin reported that we have a \$6,570 outstanding loan payable</p>

	to the SBA. The prior Director was under the impression that this would be forgiven, but investigation made clear that repayment was required. On motion by Blount, seconded by Zwirn, the Board unanimously voted to pay off the principal as soon as possible.
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Adjournment	On motion of Kurtz, seconded by Zwirn, the meeting was adjourned at 9:34.
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