



**Board Meeting
December 18, 2014**

Board members present:

Bob Ashley	Linzie Atkins	Brenda Berlin	Ilene Britt
Danielle Caldwell	Linda Chappel	Cathy Collie	Terry David
Teresa Daye	Patrick Hannah	Jennifer Kadel (non-voting)	
Karen O'Mansky	Rhoda Parker	David Reese	Daniel Robinson
Joy Sotolongo	Ashley Taylor	Kara Turner	

Board members absent/excused:

LaDonna Allison	Tammy Baggett	Michael Becketts	David Covington
Drew Cummings	Gayle Harris	Keeva Kase	Mike Lee (elected 12/18)
Tamara Loza	Ann Oshel	Michael Page	Dinah Parker Delphine
Sellars	Victoria Smith (non-voting)		

Agenda Item	Summary of Discussion	Motion	Action
Call to order	The meeting was called to order by Linzie Atkins with a quorum at 9:05 a.m.		
Announcements and Introductions	-Linzie reminded board to sign the Conflict of Interest Forms in their binders. He reminded the board to donate to the Partnership. Terry David shared the Head Start dental day information, requiring him to leave early. Kara Turner stated that the Annual Report means a lot to Primary Colors because one of their children featured as a poster contest winner in the report, looks a lot like his father, who recently passed away. Ashley announced that United Way of the Greater Triangle established \$1M fund to provide access to Durham residents for health insurance premium coverage. Visit premiumhealth.org. Karen O'Mansky introduced Jennifer Kadel as a non-voting board member through 2015 through Fuqua on Board. She has done talent management consulting, and we will benefit from having her on the board. Karen will be her mentor. Victoria Smith, not in attendance, is the second Fuqua on Board student.		
Consent Agenda -10/30/14 meeting minutes -Spending Analysis October and November -DEHS October and November Reports	No items were lifted from the consent agenda for additional discussion.	It was moved to accept the consent agenda. Motion: Daniel Robinson Second: Bob Ashley Not voting due to conflict of interest: None	Motion carried
Agenda Modifications	There were no agenda modifications.		
Public Comment	There was no public comment.		
Election of Board Member and Officers	-Laura presented Michael (Mike) Lee's biographical summary. It has been	It was moved to elect Mike Lee to a first 3-	Motion carried

	<p>very beneficial to have a member of the Board of Education on the Partnership board, exemplified in Leigh Bordley, who resigned her DPfC board position earlier this fall. Mike also represents the private sector in his role at Credit Suisse, and he is the parent of three children, two of whom are under 5..</p> <p>-The slate of officers was presented, with each officer willing to continue his or her service.</p>	<p>year term on the board.</p> <p>Motion: Rhonda Parker Seconded: Karen O'Mansky</p> <p>Not voting due to conflict of interest: None</p> <p>It was moved to re-elect the current slate of officers to serve for another year:</p> <p>Linzie Atkins -- Chair; Daniel Robinson – Vice Chair; Karen O'Mansky – Treasurer; Ilene Britt – Secretary.</p> <p>Motion: David Reese Second: Terry David</p> <p>Not voting due to conflict of interest: None.</p>	<p>Motion carried</p>
<p>Leading to a Vibrant Future: Retreat Follow Up</p> <p>-Table Discussions and Action Planning</p> <p>-Reporting and Next Steps</p>	<p>Linzie led the retreat follow up section of the meeting to continue building on the October retreat. Four areas were identified that the board agreed to act on: 1) Individual Board member development plans for engagement and clear expectations 2) Board committee structure review and recommendations for better alignment 3) Board member communications tool kit 4) Relationship building among board members and institutionally. Linzie turned the board's attention to a collated one-page summary of the retreat. Four table groups were formed, each with a discussion guide. The groups met and reported back with proposed action steps in each area.</p> <p><u>Individual Development Plans for Board Members for engagement and clear expectations</u> (reported by Brenda Berlin)</p> <ul style="list-style-type: none"> ▪ Create a menu of the ways that board members can serve, including committees or in other designated ways ▪ Expect 100% board giving toward a targeted amount for a specific purpose; ask a meaningful amount from each member (without specifying) ▪ Report on overall board giving, meeting attendance, and other metrics of board involvement ▪ Offer full year calendar for opportunities to participate, for longer range planning, including bus tours ▪ Hold regular board orientation sessions and create 'vocabulary list' of commonly used terms and acronyms <p><u>Relationship building among board members and institutionally</u> (reported by Linda Chappel)</p> <ul style="list-style-type: none"> ▪ Offer small group discussion at every board meeting, and include community announcements as regular part of every meeting ▪ Create opportunities for board members with early childhood expertise to educate and inform the board on complex issues ▪ Consider a "member highlight" segment at each board meeting, using a 		

	<p>tool to analyze board skills</p> <ul style="list-style-type: none"> ▪ Encourage staff to invite board members to represent DPfC at community events, with specific purpose and talking points identified ▪ Be sure to bring community issues related to early childhood back to the board for discussion, not only as a one-time point of information ▪ Use board members as source for nominations and board development <p><u>Board member communications tool kit</u> (reported by Danielle Caldwell)</p> <ul style="list-style-type: none"> ➤ Print the mission statement on every board agenda and repeat it at every meeting, to embed it into our brains everywhere and always! ➤ Help the board hone their individual “elevator speeches” about why they care about early childhood and why they support the Partnership ➤ Create and maintain a dashboard – printed and on the website – including items such as children served, program enrollment, waiting lists, PBIS results, other outcomes ➤ Build a board portal for all materials, for 24/7 access to current information <p><u>Board committee structure review and recommendations for better alignment</u> (reported by Daniel Robinson)</p> <ul style="list-style-type: none"> ➤ Review and evaluate bylaws and current committee charters ➤ Interview committee chairs/co-chairs to determine clarity of their goals and create a small task force to consider roles and expectations ➤ Determine whether to create a Governance Committee for board self-evaluation and recruitment, among other functions <p>The Executive Committee is responsible for collating and implementing this process. It will determine what will be assigned back to the board and/or staff. This is a key focus for the new year.</p>
<p>Treasurer’s Report</p> <p>1st Qtr. Budget to Actuals-Internal Operating Budget</p>	<p>-Karen O’Mansky presented the 1st Quarter budget to actual report. At 25% into the year, total revenue is at 27% and expenditures are at 21%. Both income and expenses are as expected (including the release from restriction of the 2nd year of the Touchpoints grant), with nothing unusual to report. The year-end contributions and the GSK award will be reflected in the 2nd quarter.</p> <p>It was moved to approve the 1st Quarter Budget to Actuals Report. Motion: Daniel Robinson; Second: Bob Ashley Motion Carried.</p> <p>Not voting due to conflict of interest: None</p> <p>Laura reported that the draft audit for FY 13-14 has been received from Cohn Reznick, with the anticipation of a final report in January. We do not expect findings or a management letter. NCPC is conducting its bi-annual monitoring by desk review. All documents were submitted by the December deadline.</p>
<p>20th Anniversary Year and Gala: “Preparing Our Children to Succeed”</p>	<p>-In the absence of committee members, Laura reported on the 20th Anniversary Gala, set for April 23 with the location to be determined. She named the committee members, chaired by Barbara VanDewoestine. The committee has set an aggressive fundraising goal of \$120,000 net. Program and Fundraising/Sponsorship are the two subcommittees, with the chair handling all logistics. Laura asked for the board for a sign of support for the committee to move forward with the 20th Anniversary Gala. All agreed by acclamation. Others who want to join the committee are welcome. A preliminary budget is being written. Karen asked that we think about how we engage all of our guests after they attend the event.</p>

<p>Executive Director's Report</p>	<p>-Laura highlighted our progress in three areas.</p> <p><u>Culture of Philanthropy (highs and lows):</u> <i>\$40,000 GSK award received, although we did not win the \$10,000 challenge. \$13,000 renewal grant received from Morgan Creek Foundation for TTK. \$4,600 already generated by the Indy Give!Guide exceeding by double our expectations. EHS-Child Care Partnership Grant (64 additional children in 8 classrooms): We were not included in the first round of grantees, announced Dec. 10th. There is some possibility that additional grantees will be announced before March, 2015. Smart Start Subsidy one-time funds from NCPC: We did not receive an additional award in response to the RFP in which we applied for funding that would fill the gap for approximately 23 children who may lose DSS subsidy but are still within the Smart Start income eligibility guidelines. NCPC applied the new DSS income eligibility standards to the scoring of this application, although it was not stated in the RFP. They acknowledged their error; however there is not reasonable recourse to their decision. We have already committed to serving about 20 children in this category with current Smart Start scholarship funding. Next year, Smart Start funds will likely need to meet the new income requirements, which could significantly change some of the strategies that we've built in Durham to serve children well. The new income guidelines will mean that a narrower group of children are served. NC's Pre-K Expansion application to the federal government was not awarded. A team is analyzing the reasons, given that there was a very narrow point spread between states that did receive it and those that didn't. Triangle Community Foundation Capacity Building Grant has been submitted (\$2,500) for a consultant to provide a board engagement/fund development capacity analysis. If awarded, this would put us in a cohort of non-profits eligible to apply for Phase 2 funding at a higher level (approx. \$15K) to implement.</i></p> <p><u>Culture of Evaluation:</u> We are deeply engaged in a process of looking at our Evaluation Committee in concert with our Allocations process. Outcome measurements will drive funding decisions, and determining the specific positive change we want to make for children will guide investments and program development. A data mini-grant from NCPC is funding Dr. Sarah Heinemeier's work with us. The first training was held with Evaluation Committee. The second will be for the Board, and the final two will be for staff and funded partners. This will build a common language and understanding of making data-driven decisions.</p> <p><u>Culture of Professional Development:</u> <i>Three staff attended the Zero to Three national conference Two workshop proposals were submitted for the Smart Start conference One staff graduated from Leadership Triangle The fund development team is implementing training from Gail Perry One staff created a new Volunteer Advisory Committee</i></p>		
<p>Adjourn</p>	<p>It was moved to adjourn the meeting at 10:54am.</p> <p>The next full Board meeting will be January 15, 3:00-5:00pm.</p>	<p>It was moved to adjourn the meeting.</p>	<p>Motion carried</p>