



Board Meeting and Retreat

October 30, 2014

302 W. Main Street, Durham, NC ~ The Temple Building (Self-Help)

Board members present:

Tammy Baggett	Michael Becketts	Ilene Britt	Linda Chappel
David Covington	Drew Cummings	Terry David	Patrick Hannah
Gayle Harris	Keeva Kase	Rhonda Parker	David Reese
Delphine Sellars	Joy Sotolongo	Karen O'Mansky	Daniel Robinson
Ashley Taylor	Kara Turner	Barbara VanDewoestine	

Board members absent/excused:

LaDonna Allison	Bob Ashley	Linzie Atkins	Brenda Berlin
Danielle Caldwell	Teresa Daye	Tamara Loza	Ann Oshel
Michael Page	Dinah Parker		

Staff Present: Laura Benson, Elaine Erteschik, Sue Gilbertson, Sandra Roberts, Ted Whiteside

Guests: Nancy Laney, Josh Gurlitz (ESC of the Triangle, consultants)

Agenda Item	Summary of Discussion	Motion	Action
Call to order	The board gathered at 8:30 with refreshments, and the meeting was called to order by Daniel Robinson with a quorum at 8:45 a.m. Linzie Atkins was called out of state to be with his critically ill father.		
Introductions and Announcements	-Sue Gilbertson opened with the poem "Introductions," and each person shared something about themselves using the guidance of the poem. Many shared stories about why they were passionately committed to early childhood.		
Re-election of Renewing Board Members	After acknowledging Barbara VanDewoestine's long and celebrated service to the board, Daniel called for a motion to elect P. Hannah and A. Taylor to their 2 nd 3-year terms, and D. Covington to his 3 rd 3- year term.	It was moved (D. Reese) and seconded (K. O'Mansky) to re-elect P. Hannah, A. Taylor and D. Covington to their respective 3-year terms on the board. Not voting due to conflict of interest: None	Motion carried
Election of New Board Members	Cathy Collie, Gayle Harris, and Keeva Kase's nomination biographies were presented for review, and Daniel called for a motion to elect them to the board. C. Collie and K. Kase in their first 3-year term; G. Harris as a mandated position to replace R. Freeman.	It was moved (D. Cummings) and seconded (D. Sellars) to elect C. Collie, G. Harris, and K. Kase to their respective 3-year	Motion carried

		<p>terms on the board.</p> <p>Not voting due to conflict of interest: None</p>	
<p>Consent Agenda</p> <p>- 5/15/14 minutes - Executive Committee Motions (6/26, 8/28, 9/24/14) -Spending analyses (Sept)</p>	<p>The consent agenda was presented for review. No items were pulled from the agenda nor discussed. Two administrative corrections were made to the 5/15/14 minutes: Jim Harris' last name was corrected, and Ilene Britt's attendance was verified as present.</p>	<p>It was moved (R. Parker) and seconded (B. VanDewoestine) to approve the consent agenda.</p> <p>Abstentions: Keeva Kase Not voting due to conflict of interest: None</p>	<p>Motion carried</p>
<p>Finance Committee Report</p> <p>-FY 14-15 Internal Operating Budget</p>	<p>-Karen O'Mansky presented the Internal Operating budget as approved and recommended by the Finance Committee. She noted each revenue source, and she explained the Finance Committee's rationale for leaving the "unrestricted reserves, carryover from FY 13-14" line blank. This allows the board the clarity of seeing the projected deficit. Karen led the board through the expense lines, noting that the personnel line includes a 3% salary increase only for two employees who did not receive an increase in the prior year due to the starting employment date. The meeting/conference expense line was also explained as meeting costs that are offset by grant funding, such as Touchpoints training sessions and the School Readiness Summit. Karen also clarified that this budget illustrates numerous conversations held throughout the strategic planning process, identifying diversification of revenue and private funding as the most important critical issue facing the Partnership at this time.</p>	<p>It was moved (finance committee) and seconded (D. Reese) to approve the FY 14-15 Internal Operating Budget.</p> <p>Not voting due to conflict of interest: None</p>	<p>Motion carried</p>
<p>Fund Development Report</p>	<p>-Ted Whiteside described his initial "Grant Writer" role and noted how it has transitioned to "Fund Development Manager." He highlighted two recent successful grant applications, including the GSK Impact Award (\$40,000 to be presented on 11/19/14) and the Duke Office of Durham and Regional Affairs Community Care Fund grant (\$5,000 – promised but not yet received - to be used for the Transition to Kindergarten Initiative). Ted described the Fund Development Committee's work and growing our individual donor base.</p>		
<p>Celebration of our Mission</p>	<p>-This portion of the meeting moved into the "retreat" format, in which Laura presented examples of the Partnership's accomplishments, using photographs of children and families participating in funded programs. Data points were read that showcased program service impacts as well as highlighted the gaps that exist for young children in Durham.</p>		

<p>Our Changing Reality</p> <p>Creating a Vibrant Future</p> <p>Turning Vision to Action</p> <p>Call to Commitment</p>	<p>-Daniel spoke about the strategic planning process and the critical issues it identified, including changing political context, revenue sources, and program needs. He celebrated the strength and effectiveness of the board’s governance over the past 20 years. He also encouraged the board to consider the next 20 years and the type of highly engaged leadership that will be required.</p> <p>-With this background information, the group divided into five pre-assigned small groups for discussion and brainstorming. Meeting facilitators Nancy Laney and Josh Gurlitz gave a discussion question to each group, encouraging everyone to think about where they, as leaders, want to take the organization during this challenging time of transition. Participants were encouraged to think creatively and bring their own knowledge and experience to bear on these important questions. Each table addressed one question: <u>What would stronger leadership from the whole board look like? How can the board (as a whole and as individuals) be more effective fundraisers and friend-raisers? How can the board be sure that it is spending sufficient time on important strategic questions? What should we expect for engagement by individual board members? What would perfect board engagement look like, and what is the optimal relationship between staff, board, and committees (Staff question)?</u></p> <p>This 45 minute break-out session was followed by reports back to the entire group by each of the five small groups.</p> <p>– During lunch, the facilitators worked quickly to pull out common themes from the morning’s discussion. Common threads included: <u>making the plethora of information useful and inspiring; building relationships; maximizing collaborative fundraising opportunities; driving toward more intentional commitment; and the board leading more deliberately to assure that the Partnership is moving in the right direction.</u></p> <p>- With these common themes in mind, four areas for immediate action by the board were agreed upon.</p> <ol style="list-style-type: none"> 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 <p>A four month period for board introspection and work to accomplish these tasks was established. It was agreed that the Executive Committee would oversee and implement this process. Each board member in attendance was asked to fill out a commitment card ranking their preference for working on these four tasks. The results of those commitment cards will be tallied and shared. It is expected that other board members who were not able to attend the retreat will also be asked to join in one of the four efforts.</p> <p>-Laura closed the meeting by asking people to share one adjective that describes how they felt at the end of the retreat. Words shared included: Grateful, Inspired, Energized, Affirmed, Motivated, Welcomed, Belonging, Focused, Humbled, and Challenged.</p> <p>The consultants will draft a report to the Board with collated notes, and a meeting will be set with the Executive Committee to plan the next steps.</p>			
<p>Adjourn</p>	<table border="1"> <tr> <td data-bbox="492 1780 987 1969"> <p>It was moved to adjourn the meeting. The next full Board meeting will be Nov. 20th, 3:00-5:00pm The next Executive Committee meeting will be held on Dec. 18th, 11:00am – 1:00 pm.</p> </td> <td data-bbox="987 1780 1276 1969"> <p>It was moved to adjourn the meeting.</p> </td> <td data-bbox="1276 1780 1446 1969"> <p>Motion carried</p> </td> </tr> </table>	<p>It was moved to adjourn the meeting. The next full Board meeting will be Nov. 20th, 3:00-5:00pm The next Executive Committee meeting will be held on Dec. 18th, 11:00am – 1:00 pm.</p>	<p>It was moved to adjourn the meeting.</p>	<p>Motion carried</p>
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