


Executive Committee Meeting
Thursday, June 1, 2021 1:00 pm - 2:00 pm

 Join Zoom Meeting: **Meeting Link Sent Upon Registration Confirmation**

Time	Agenda Item
1:00 pm	Welcome & Introduction
1:05 pm	Programmatic Updates
1:10 pm	Board Committee and Working Group updates
1:25 pm	Strategic Planning Process Update
1:40 pm	Board Business
1:50 pm	Board Meeting
1:55 pm	Next Steps
2:00 pm	Adjourn

FY21 Executive Committee Meeting Dates

Tuesday, October 6, 2020
 Tuesday, November 17, 2020
 Tuesday, February 25, 2021
 Tuesday, June 1, 2021



First 8 Memphis Executive Committee Meeting**Date:** June 1, 2021**Time:** 1:00pm - 2:00pm

Committee Members Present: Jim Boyd, Kathy Buckman Gibson, Dr. Carol Johnson Dean, and Keva Latham

Committee Members Absent: Tanya Hart

Staff Present: Dr. Kandace Thomas and LaDora Watkins

Visitors Present: None

Welcome & Introduction

The meeting began at 1:05 pm.

A motion to approve the February 25th and May 18th Executive Committee meeting minutes was made by Jim Boyd with a second by Carol Johnson Dean. There were no objections. The motion was approved.

Programmatic Updates

Achievement School District update

- A June 15th deadline was provided to ASD. The Chief Information Officer of the State will have to allow data manager, Seeding Success, a grace period of up to a year to institute all the requirements that the State requires of any partner. It has been difficult to get the CIO who has been extremely busy. There is a clear understanding of the requirements. Seeding Success has agreed to go through the process.
- If ASD is not funded next year, Shelby County Schools may be able to use the funds for four classrooms. First 8 Memphis will go back to the RFQ Committee to do an analysis if that path needs to be pursued.

Shelby County Schools and Porter-Leath Head Start contract

- Shelby County Schools provided an update to F8M confirming that they would be using Porter-Leath for wraparound services.
- Shelby County Schools' General Counsel is unwilling to move forward with the outside Counsel brought in by Porter-Leath as originally agreed upon by SCS, so negotiations have stalled.

Board Committee and Working Group Updates

Nominating and Governance - Three nominations for Board membership - Leigh Mansberg, Sue Bolding, and Alicia Norman will be brought to the full Board for a vote. The Shelby County appointment recommended by Dr. Gray and Michael Whaley is Aubrey Diaz Nelson. She will be joining the Board as well.

Finance Committee – The Finance Committee will present the Proposed FY22 Budget and provide legal fees update, audit firm update, and invoice threshold increase.

Communications Working Group - New communications firm started on May 15th; Powers Solution will be introduced at the June 8th Board meeting/ They will also share next steps in the work with First 8 Memphis.

HR Working Group - F8M is talking to references for the roles of Director of Strategic Operations and Pre-K Liaison.

Strategic Planning Process Update

The Strategic Planning Proposals submitted via RFP were analyzed. The top three candidates were invited to interview with the Executive Committee. Interviews went well and reference checks were performed on two firms. Each received glowing remarks. Feedback on the top three firms included:

Elite

- The firm submitted a great proposal.
- They do not have Memphis based or early childhood knowledge.

MAYA Consulting

- The firm is out of Texas.
- They have the ability to come into a new community and navigate.
- Their expertise is early childhood.
- They may have some additional costs.
- They have high energy, passion.
- They are likely quick learners.

Standpoint Consulting

- The firm is very strong and capable of doing the work.
 - They know Memphis/Shelby County history and players that have shaped who F8M is.
 - They have general early Childhood knowledge.
 - Their budget is a little more expensive.
 - They did not reveal much in their proposal.
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A motion was made by Director Jim Boyd to select MAYA Consulting as the new strategic planning consultant with second by Director Keva Latham. The motion was approved unanimously.

ACTION ITEM: Invite MAYA Consulting to join the June 8th Board meeting.

Board Business

Proposed Board and Committee Meeting Dates FY22

- A document with proposed meeting dates will be presented to the Board.
- Discussion will occur around the timing of the meetings. Morning meetings seem to work better for most members. The Board Chair will propose that Board and Committee meetings change to morning meeting times.
- The Seeding Success Policy Meeting occurs at the same time as the regularly scheduled Finance Committee Meetings. We will need to consider scheduling for another time so that the Executive Director can attend the Policy meetings.

Board Officer Roles

- A detailed description of the Board leadership is outlined in a document and will be brought to the full Board for approval.

Other discussion

- Officers and Chairs of Committees are reelected- Keva Latham (Finance Chair), Jim Boyd (Nominating & Governance Chair).
 - Potentially add Dr. Antonio Burt and/or Leigh Mansberg to Nom/Gov Committee.
 - Will ask the Board to approve election of Officers; Chair will elect Chairs of Committees (LaDora will confirm).

Proposed amendments to F8M and S2 Operating Agreement

- Mostly administrative and logistical changes are being made.
 - Update F8M's physical address.
 - Update registered agent to Dr. Kandace Thomas.
 - Change language from President to Chair and Vice-President to Vice-Chair.
 - The language indicating that F8M's Board will have up to two Pre-K Operators will be removed so that there is more flexibility with various early childhood professionals.
 - Board terms were transitioning from two-year terms to three-year terms for all Board members.
 - The results of the strategic planning process may impact the Operating Agreement. The Committee will revisit the agreement once the strategic plan is complete.
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Next Steps

- Remove update on operating agreement from the June 8th meeting agenda.
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Adjournment

The meeting adjourned at 2:17 p.m.

F&M BOARD APPROVED