

**Board of Directors Meeting  
October 18, 2022 @ 5:30pm  
Meeting Minutes**

**Directors in Attendance (via Zoom):**

- James Cobb
- Fr. John Raphael
- Sandy Cave
- Anthony Adewumi
- Rebecca Horton
- Marcel Hernandez
- Ramona Johnson
- Dr. Christy Scruggs
- Robert Taylor
- John Little
- Paul Ney
- Irene Boyd

**Corporate Membership in Attendance:**

- Mark Faulkner

**School Personnel:**

- Ahmed White: Executive Director
- Lekita Stevenson: Board Liaison

Project Reflect Board of Directors Meeting was called to order at 5:40 p.m. by James Cobb. A prayer was rendered by Fr. John Raphael.

**Approval of Previous Board Meeting Minutes**

A motion to approve the minutes from the August 16, 2022 Board of Directors meeting was made by Ramona Johnson and properly seconded by Fr. John Raphael with no amendments to add. The minutes were approved and submitted. The motion carried unanimously.

**Corporate Members Report (presented by Mr. Mark Faulkner)**

- Reviewed the financial status of Project Reflect.
- The Corporate Members are happy for the reward status that SCA received.

**Executive Director/Administrator's Report (presented by Mr. Ahmed White)**

- Proud of the progression of SCA and Project Reflect.
- Thankful to the previous Board for the support in focusing on the work and mission.
- Excited about working with the current Board. Asks that the newly appointed Board continue to provide support as SCA and Project Reflect moves to the next level.
- Over the next 3-5 years the goals are to develop an adult learning class (GED, HISET), offer parenting classes with an advocacy arm, add another campus and build on the main campus, continue to improve educational opportunities that will inspire students to become free thinkers, and re-establish a for-profit arm to improve our reach.

- Regarding the implementation of “Reading for Success,” want to make sure that it moves forward in an effective and efficient manner. If we are to compete with other successful programs, we must be aligned how to move forward in a competitive way.

## **Financial Report (presented by Ms. Sandy Cave)**

- Board was provided copies of the financial report and cash flow report (via email).
- Total budget revenue is \$389,851.11. Total actual revenue is \$349,329.16
- Total expenses are approximately \$49,348.46 over budget, which is due more to a timing issue
- Overall, we are ahead of budget
- Expecting grant monies to come in
- Received \$100,000 donation

## **Chairman’s Report (presented by Mr. James Cobb)**

- Encourages members to review the amended Bylaws.
- Will send members more information from the Tennessee Charter School Center (“TCSC”) regarding continuing education opportunities.

## **Committees**

- Standing Committees
  - **Finance**
    - Sandy Cave, Chair
    - Lekita Stevenson
    - Paul Ney
      - *Motion to approve the committee was made by Fr. John Raphael and properly seconded by Ramona Johnson. The motion carried unanimously.*
  - **Board Development**
    - Rebecca Horton
    - James Cobb
    - Irene Boyd
      - *Motion to approve the committee was made by Paul Ney and properly seconded by Sandy Cave. The motion carried unanimously.*
  - **Education**
    - Fr. John Raphael
    - Ramona Johnson
    - Marcel Hernandez
    - John Little
    - Dr. Christy Scruggs
      - *Motion to approve the committee was made by Fr. John Raphael and properly seconded by Robert Taylor. The motion carried unanimously.*
  - **Fundraising**
    - Robert Taylor
    - Anthony Adewumi
    - Mark Faulkner

- Nancy Merk (*\*conditional on her consent*)
  - *Motion to approve the committee was made by Rebecca Horton and properly seconded by Irene Boyd. The motion carried unanimously.*
  - *It was suggested that we get a part-time person to assist with fundraising and managing grants. This can be further evaluated by the committee.*
- Ad Hoc Committees
  - ***Bylaws Committee***
    - Fr. John Raphael
    - Paul Ney
    - Anthony Adewumi
    - Mark Faulkner
    - James Cobb
    - Dr. Christy Scruggs
  - *Motion to approve the committee was made by Sandy Cave and was properly seconded by Irene Boyd. The motion carried unanimously.*

### **Continuing Education**

- Members will receive emails from TCSC and Board on Track.
- Would like for all members to get continuing education requirements completed by the end of the year

### **Strategic Planning Meeting**

- Need to set a date for a strategic planning meeting.
- It was suggested that Mr. Ahmed White, as Executive Director, take lead on putting together the strategic planning process. Suggested that an ad hoc committee be created to establish the strategic planning meeting and bring the plans back to the Board for discussion and approval
- Motion to create a Strategic Planning Ad Hoc Committee, with Mr. Ahmed White as the chair, was made by Fr. John Raphael and was properly seconded by Robert Taylor. The motion carried unanimously.
- As chair of the committee, Mr. Ahmed White can invite others to join.
- More information regarding details of the meeting and potential consultant will be provided at the next meeting.

A motion to adjourn the meeting was made by Irene Boyd and seconded by Ramona Johnson. The motion carried unanimously.

**The Board of Directors Meeting was adjourned at 8:06 p.m.**

**Board of Directors Meeting minutes were taken and presented by Anthony Adewumi.**