

DRAFT
Montgomery County Collaboration Council for Children, Youth and Families, Inc.
Meeting Minutes
May 12, 2021

The Montgomery County Collaboration Council for Children, Youth and Families, Inc., convened a meeting of its Board of Directors June 9, 2021 via Zoom. There was a quorum present:

Public Members Present

JoAnn Barnes (Chair), *MC DHHS Children, Youth and Families Representative*
Valeria Carranza, *Montgomery County Council Representative*
Adriane Clutter, (Vice Chair), *Montgomery County Recreation Department Representative*
Joanie Glick, *MC DHHS, Public Health Office Representative*
Deborah Lambert, *Montgomery County Office of Management and Budget Representative*
Lisa Merkin, *MC DHHS/CWS, Provider of Direct Social Services to Children, Youth and Families*

Public Members Absent

Ruschelle Reuben, *Montgomery County Public Schools Representative*
Anita Vassallo, *Montgomery County Public Libraries Representative*
Lori-Christina Webb, *Bard of Education Representative*

Delmonica Hawkins, *Department of Juvenile Services Representative (reassigned outside of Montgomery County, no longer on the MCCC Board)*

Private Sector Members Present

Donte Brown (2023)
Monya Bunch (2021)
Hannah Davis, (2021)
Melanie Goldstein (2023)
Carolyn Lowery (2021) Secretary
Nicholette Smith-Bligen (2022)
Michelle Taylor (2022) (Treasurer)
Carol Walsh (2023)

Private Sector Members Absent

Adam Younoszai (2022)

Ex Officio Member

Elijah Wheeler, Executive Director

Guests and Collaboration Council Staff in Attendance

Meredith Bowers, Alicia Church, Crystal Fang, Peter Garza, Yael Ginossar, Charlotte Girona, Cheryl Jenkins, Sandy Lombardo, Jade-Ann Rennie, Shane Tate

The meeting was called to order at 4:10 p.m. by J. Barnes, Board Chair.

I. Consent Agenda - (Material Distributed via Email)

J. Barnes presented the Consent Agenda that was comprised of the following items:

1. Approval of May 12, 2021 Draft Board Meeting Minutes
2. Ratification of Executive Committee Approval for contract increase for Jackson & Associates.
3. Approval of new and renewal contracts for FY22.

Motion/Action: A motion was introduced by M. Goldstein and seconded by H. Davis to approve the consent agenda (*Unanimous*)

II. Nomination and Election of new Board Chair by the Governance Committee - C. Walsh

Motion/Action: A motion was introduced by C. Walsh and seconded by J. Glick to elect a new board chair, A. Clutter, effective July 1, 2021. *(Unanimous)*

Adriane Clutter made a short statement thanking outgoing board chair, J. Barnes and pledged to continue to build on her leadership. C. Gironda, retiring Director of Administration, was also recognized and thanked for her service and support to the board.

III. Report of the Fiscal Committee - M. Taylor (Material Distributed by Email)

M. Taylor reviewed the FY22 budget and reviewed the major changes as noted in the material distributed by email in the meeting packet.

These changes included additional revenue in the following areas:

- \$84,430 from the State GOC budget
- \$65,000 from a State Bond Bill for capital improvements related to the Reengagement Center
- \$200,000 in direct and indirect revenue for the Reengagement Center
- \$530,000 from the County for summer programs this fiscal year for OST for Title 1 schools that can be carried over through summer.

And expense savings in the following areas:

\$50,000 reduction in contractual services, including a \$20,000 savings due to bringing the Human Resources function in-house.

Smaller space
Direct Provider services

C. Walsh noted that this budget both continues service level and/or increases it. Thanks from several members to M. Taylor and S. Lombardo for fiscal work.

Motion/Action: A motion was introduced by N. Smith-Bligen and seconded by C. Lowery to approve the FY22 Budget. *(Unanimous)*

IV. Updates from Executive Director - E. Wheeler

E. Wheeler introduced the newest staff member, Yael Ginossar, Program Coordinator, to the board. He thanked staff for their dedication and hard work during this challenging year of remote work. He also noted several accomplishments and developments:

- Organization is adding close to \$1,000,000 in revenue in FY22
- Organization is in possession of the keys to the Reengagement Center (special kudos to J. Barnes, N. Smith-Bligen, and V. Carranza for their support and involvement in this accomplishment)
- Organization will move to a new office space at 1803 Research Blvd. this summer which will be represented in an amendment to the current lease with Avison-Young. Avison-Young has agreed to cover \$14,000 in moving expenses which can include transport of donated furniture from the old office to the Reengagement Center.
- Executive Director was recruited for the LMB Directors' Association Chair position. He has agreed to serve as Vice Chair
- Meyer Foundation awarded organization \$50,000 over two years to plan and create a repository of racial equity resources with community partners for Montgomery County. This represents the beginning of a multi-year partnership with the Meyer Foundation around race equity accountability.

IV. Report of the Governance Committee - C. Walsh

C. Walsh noted that the board was recruiting for a vice chair. She then reminded the members of the self-assessment process and noted that the Governance and Executive Committees met to discuss how to approach the data. C. Walsh introduced consultant, C. Jenkins to review the Board Self Assessment results. After reviewing the data, members were put randomly into three rooms to consider the reasons for the high and low scores in different areas of the assessment and how to build upon the strengths and improve in the weaker areas in the year ahead.

Break-out room small groups met for 30 minutes and then reported the following to the full group:

- Group interest in learning more about active programs through spotlights and program visits/observations so the Board can better serve as ambassadors for the organization.
- Approved of the recent shift from Board's role in problem-solving and course correction to strategic thinking and planning
- Interest in Board Retreat in Fall 2021 with team-building activities
- Diversity of Board and staff as real positive. Should continue to include representation from youth and LGBTQ+ community (Board should work to identify gaps and work to fill them)
- Fundraising as a real challenge, particularly for public sector members
- Need to clarify expectations of members and develop conflict of interest policy to allow for fundraising when appropriate
- Interest in communication "sound bites" to use to support ambassadorship

Announcements/Adjournment

- Charlotte Gironda was thanked and acknowledged for her years of service as this was her last Board Meeting before she retires this summer.
- Board members were reminded to complete the Board Survey.

Motion/Action: A motion was introduced by C. Walsh and seconded by M. Bunch to adjourn the meeting. (Unanimous)

The meeting adjourned at 5:55 p.m.

Addenda to the Collaboration Council Meeting Minutes June 9, 2021

The following documents comprised the meeting packet for the May 12, 2021 meeting and were distributed by email prior to the meeting.

Document

Final Agenda
Consent Agenda

1. Approval of May 12, 2021 Draft Board Meeting Minutes

2. Ratification of Executive Committee Approval of Increase to Compensation for Jackson & Associates Contract
3. Approval of New and Renewal Contracts for FY22

Governance Committee Report
DRAFT of Board of Directors Self Assessment 2021