**Board Meeting Agenda**

**May 8th, 2024 – 4pm to 5:30pm**

**Hybrid Meeting In-Person in PENCIL Warehouse B or via Zoom**

Welcome and Introduction 5 minutes Robyn Williams

Review of Minutes 5 minutes Perry Moulds

* **Approve minutes from the February board meeting.**
* FYI on Executive Committee actions since our February meeting
* Executive Committee approvals from April meeting
  + Investment account withdrawal as budgeted at 4% or $38,772
  + CFMT Investment account withdrawal at 5% or approximately $2,920

Treasurer’s Report 15 minutes Jose Ferreira

* YTD financial statements through April 30th, 2024
* Quarterly FYI on investment account performance
* **Seek approval on FY25 Proposed Budget**

Board Engagement 30 minutes Kaitlyn Jones & Blake McDaniel

*Building a diverse and engaged community of public education advocates*

* Recognize Exiting Board Chair: Hasina Mohyuddin
* Recognizing Exiting Board Members for their service
  + Mike Harris, Shani Dowell, Robert Fisher, Joan Fleming-Ridley, Jacky Gomez, Rachel Hawksworth, Olivia Hill, Amani Kelly, Whitney Kalb, Perry Moulds, Brandyn Payne
* Recognize Exiting YLC Interns:
  + Ali Buchanan, Ryan Flanagan, Will Parrott, and Jessica Turcasso
* Approval of new board candidate short list
  + Lamar Allen, Brent Binns, Lillian Blackshear, Melissa Cornejo-Nell, Christina Feagins, Sharon Gentry, Kia Goodwin, Taneisha Harvey, Minh Le, Emmanuel LeGrair, Jim McIntyre, Will Parrott, Sam Reed
  + Recognition of Board Demographics
* Board Engagement Survey – Break Out Discussion

Strategic Planning 5 minutes Robyn Williams

* Review of proposed FY25 Strategic Plan & Committees

Development, Marketing, and PR 15 minutes Meredith Jones Long, Kendrick Robinson & Nicole Keefe

*Growing deeper and more philanthropic relationships while using first person story telling*

* Share results of *A Little Night of Music*
* 2024 Back to School Breakfast – table host sign ups
* FY25 board investment – review form, expectations, and ways to support; even alumni board members can invest

CEO Updates 10 minutes Christiane Buggs

*Investing in staff leadership and assuring a solid organization infrastructure as we transition our CEO*

* Partnerships with the State
* PENCIL retreat – June 2024
* Facilities plan update
* Public-private partnerships update

**Consent Agenda Item**

Strategic Growth – Facilities Kfir Alexandroni & Kirsten Dodson

* In conversation with MNPS regarding potential use of existing buildings.

Diversity, Equity, and Inclusion Journey Olivia Hill & Emily Gruening

*Continuing to develop and implement best practices for an inclusive, supportive environment*

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* Developing roadmap for remainder of FY24 focusing on staff DEI support

Strategic Growth - Data Robyn Williams & Shani Dowell

*Creating data dashboards accessible to staff and Board to monitor key performance metrics.*

* Moving along with dashboards and KPIs
* Working with Nashville Analytics to develop a roadmap for FY25 along with ongoing costs

MNPS Engagement and Support Devin Lintzenich

*Using technology to link school needs with community volunteers*

* Jacky Gomez has accepted a job at the Mayor’s Office, and she has respectfully stepped down from her role as co-chair of the MNPS Engagement and Support Committee.
* PENCIL Connect – Visit PENCIL website, create a profile and share opportunities with your network
* So far this school year, **167** individuals have registered for **102** events.
  1. Events Claimed – 57%
* **All Time Stats: 356 Registrations, 179 Events**
  1. Events Claimed – 61%
* LP STEM Library
  1. LP STEM Lending Library through 10.19.23- 2.28.24:
     1. **69 Kits** checked out and back in to **33 teachers** at **25 schools.**
     2. **3,018 students** served in total.
     3. In addition, 33 kits went out in March; we don’t have the data currently but there should be around an additional 1,000 students.
     4. We are looking to connect with engineering partners to do virtual engagements with kits/classroom speaking via PENCIL Connect.

**ENGAGEMENT OPPORTUNITIES**

Board Orientations - Thursday 6/20 - 4-5:30pm and Friday 6/28 - 9-10:30am - PENCIL

Board Social – Thursday 6/13 from 4:30-6pm at R.C. Mathews

Board Volunteer Date at the Box - TBD

Back to School Breakfast – August 22nd - Belmont Curb Center