

Board of Directors Quarterly Meeting

August 12, 2024

MINUTES

**Date:** August 12, 2024

**Time:** 6:00-7:00 p.m.

**Location:** Collaborative Labs (13805 58th St N, Clearwater, FL 33760), Tropics Lab; Zoom option available for virtual attendees

**Board Members present:** Brett Bina (virtual), Jo-Lynn Brown (virtual), Tom Furlong (virtual), Nikki Gaskin-Capehart (virtual), Michelle Grimsley (virtual), Alysén Heil (virtual), Kimberly Jackson, Dan Mageras (virtual), Mike Meigs, Liz Sembler (virtual), Tarruck Wheeler (virtual)

**ISPS/SPC Representation present:** Aron Bryce, Susan Demers (virtual), Sam Jenkins, Matthew Lee, Matthew Liao-Troth, Sharon Panov, Tim Scott

**Guests:** Katie Algarin (ISPS fellow), Michael Ballard (ISPS fellow), Emily Bendert of Prida, Guida & Perez (virtual), George Greer (former BOD member, mentor), Amy Mierzejewski of Prida, Guida & Perez (virtual), Nik Tzoumas (SPC student) (virtual)

Discussion Items	Action/Response
1. Welcome/Call to Order – Alysén Heil, Chair	Chairperson Alysén Heil called the meeting to order at 6:05 p.m.
2. Review and approval of minutes: A. May 13, 2024 Meeting Minutes	<b>Minutes from the May 13, 2024 meeting were unanimously approved.</b> Motion to approve: Jo-Lynn Brown Motion seconded: Tom Furlong
3. Public Comment	There were no public comments.
4. New ISPS Team Members	Executive director <i>Kimberly Jackson</i> introduced new ISPS accountant/business manager Tim Scott.  ISPS fellows <i>Michael Ballard</i> and <i>Katie Algarin</i> provided brief self-introductions.
5. Mentorship Update	SPC Public Policy program student <i>Nik Tzoumas</i> reflected fondly on his experience in the ISPS-sponsored mentorship program, with Judge George Greer as his mentor. Nik said it was a great opportunity and students would benefit from the experience.
6. Audit Report – Amy Mierzejewski	<i>Amy Mierzejewski</i> of Prida, Guida and Perez, provided an overview of the March 31, 2024 audit report, stating it was a clean audit. There were no issues in performing the audit. There were two adjustments made to the financial reports regarding classifications.
7. Financials – A. Current Status	<i>Dan Mageras</i> and <i>Tim Scott</i> provided a brief overview of the RBC accounts' performance. Both accounts are doing well and exceeding the benchmarks.  <i>Tim Scott</i> presented the financial reports for the quarter ending June 30, 2024. The statement of financial position shows total net assets without donor restrictions was \$15,440,638. The income statement shows total revenue of \$91,241 and personnel costs totaling \$99,440. The statement



	<p>discussion by Tampa Bay Business and Wealth and sponsored by ISPS, which highlighted current board member Valerie Lavin.</p> <p>Associate director <i>Sam Jenkins</i> gave an overview of the Institute's profile and rating on Guidestar, a donor transparency platform.</p> <p><i>ED Jackson</i> gave an update on the FCS meeting in Port Charlotte. ISPS will attend the AFC conference in the fall.</p> <p>Statewide college coordinator <i>Aron Bryce</i> gave an overview of upcoming fall programs: Economic Interview series, Cybersecurity in Florida, The Future of Florida Transportation, Workforce Initiatives in Florida, Ethical Implications of AI in the Legal System. <i>Sam Jenkins</i> gave an update on the 2024 Grand Debate.</p> <p><i>ED Jackson</i> gave a brief overview of upcoming development efforts and guidelines for promoting ISPS in the community as a non-partisan entity. The board was encouraged to provide information on potential leads for engagement and support.</p> <p>Communications coordinator <i>Matthew Lee</i> provided a report on website and social media analytics. There are currently 70 followers on LinkedIn and 1 repost since May; Facebook: 1.6K reaches (down 23% since May), 280 visits (down 19%), 10 followers (up 11%); Instagram: 445 reaches (up 71% since May), 61 visits (down 43%), 8 followers (down 50%). The ISPS website had 1,779 pageviews (down 24%), 96% new visitors vs. 4% returning, 28% of users used a mobile device. The top referral to the website was Constant Contact followed by Facebook.</p>
11. Comments	<p><i>Liz Sembler</i> asked for clarification on how attendance at events is being tracked, for in-person, online, and walk-up. <i>Matthew Lee</i> explained how attendance is tracked.</p>
12. Wrap-up  <i>Respectfully submitted by Sharon Panov, recorder.</i>	<p>The meeting was adjourned at 7:17 p.m.</p> <p>The next BOD quarterly meeting is scheduled to be held on November 4, 2024 at Collaborative Labs (13805 58th St N, Clearwater, FL 33760)</p>