

Board of Directors Special Meeting

Monday, September 27, 2021 • 6:00-7:00 PM

Location: Virtual via Zoom

9/27/2021 SPECIAL MEETING MINUTES

BOD members present: Adam Johnson, Elizabeth Sembler, Jeff Johnson, Daniel Mageras, Irene Sullivan, Watson Haynes, George Greer, Aron Bryce, Deveron Gibbons, Jo-Lynn Brown, Kimbelry Jackson

SPC representatives present: Mark Strickland, Susan Demers, Jesse Turtle

ISPS representatives present: Sam Jenkins, Jacqui May, Sharon Panov, Ellen Fontana

1. WELCOME/CALL TO ORDER

Meeting called to order at

2. INTRO OF SUSAN DEMERS (KIM JACKSON)

ED Jackson introduced Dean Susan Demers, the new SPC lead for the Institute, to the BOD. Dean Demers spoke briefly to the board about her background and role at SPC, and new role as SPC lead for the Institute, replacing Provost Mark Strickland.

ED Jackson suggested a board retreat since the previous one was cancelled due to COVID. A poll was conducted as to whether board members were okay with meeting in-person. All were in favor of meeting in-person. Judge Sullivan offered to host the retreat at her home.

3. FOUNDATION Q & A (JESSE TURTLE)

Jesse Turtle, VP of Foundation, was available to answer any questions the board may have. Irene Sullivan asked for an explanation as to why the funds were being moved from the Foundation to ISPS. Jesse Turtle responded that the college thought it was the right time due to the current situation and direction of the Institute being favorable to ISPS assuming control of the entirety of the funds.

4. IRS 990 FORM BOARD APPROVAL (ELLEN FONTANA)

IRS Form 990 was approved by the board.

5. FINANCE COMMITTEE –

Set Initial Scheduled Finance Committee Meeting with Executive Director, new SPC lead, Dean Susan Demers and Accountant Ellen Fontana. Independent recommendations for Investment after finance committee's review. Preparation of 5-year Strategic Plan- to include an ISPS updated needs assessment 2022 to 2027

A poll was conducted to see who on the board were interested in serving on the finance committee. Assignments to be shared at a later time after review of the polling data.

6. STRATEGIC COMMITTEE –

Create a Strategic Committee: should have at least one Finance Committee member and one Executive Committee member. Adoption of clear policies and procedures moving forward to promote deliberate development and growth aligned with the Institute's Mission.

A poll was conducted to see who on the board were interested in serving on the strategic planning committee. Assignments to be shared at a later time after review of the polling data.

7. NEXT BoD MEETING:

November 8, 2021