



### 10.13 Governance Committee Meeting

#### Call to Order

A regular Governance Committee meeting of Sankofa Montessori was held on 10/13/2022 via ZOOM. It began at 11:03 AM.

#### Roll Call

Name	Title	Present or Absent
Kim Karacalidis	Chair	Present
Adrienne Nash	Secretary	Absent
Errika Moore	Vice Chair	Present
Sarah Harvey	Executive Director	Present

Guests: None

#### 1) Agenda

- **Chair:** Community building: If you could swap jobs with anyone for a day, who would it be and why?  
The Board opted to skip the Teambuilder because all had completed it during the Finance Committee meeting.
- **Chair:** Approval of minutes from 9.8.22 Governance Meeting  
Committee was given time to review the minutes. Motion made by Board Chair and second by Vice Chair.
- **Chair:** Review Governance Committee timeline and discuss plans to meet deadlines  
Committee members reviewed the document. Committee decided that its current focus will be to expand our board through the next 6 weeks. The deadline is January 2023. All other task are due after January 2023.



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- **Chair:** Plan to bring on additional Board members  
The Committee decided that
- **Chair:** Review Board Training Plan and discuss mechanisms to ensure all Board members meet required training for current year
- **Chair:** Update on ED contract  
We are not able to set Sarah up for TRS since we are not currently using State funds to operate. We will look into a IRA options. More to come.
- **Chair:** Who is reporting out to at the Board meeting? Kim K will report out headlines. Errika will however speak on Board Training and Tracking.

#### Headlines for Full Board Meeting

- ED will not be able to earn year with TRS and School is not able to start contributing. Board will explore IRA options for planning year.
- We are looking to expand our Board. We will currently looking for candidates that have HR and/or Finance expertise. Deadline for candidates is October 31st. Our plan is to work through the process throughout the month of November so we can onboard by the start of the new year.
- Board Trainings will start in January. Each Board Member must clock 12 hours. Errika will sign off in tracker once Board Member has completed a workshop.
- **Executive Director:** Sankofa Montessori Emails
  - Starting week of October 17th, all Sankofa Montessori communication will be sent to your @sankofamontessori email addresses and you may not be able to access documents without that log in
  - The 10/7 Board email had your login information, please go ahead and set up your account and reach out if you have any challenges with doing so.



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#### 2) Closing

Next Steps:



#### **Adjourn**

**Chair:** The meeting was called to adjourn at 11:00 am.