APPROVED

Jefferson RISE

Minutes

Strategic Planning Task Force

Date and Time
Wednesday December 2, 2020 at 11:00 AM

Location
Kathleen Sullivan is inviting you to a scheduled Zoom meeting.
Topic: Board Strategic Planning Task Force
Time: Dec 2, 2020 11:00 AM Central Time (US and Canada)
Join Zoom Meeting
https://us04web.zoom.us/j/75632204208?pwd=OGl4eHh6S2c3N2hqRnRDc3dOaE95dz09
Meeting ID: 756 3220 4208
Passcode: hjSC1p

In full compliance with Open Meeting Law, Jefferson RISE posts all agendas at least 24-hours prior to the meeting at the Jefferson RISE Office and online at www.jeffersonrise.org. Minutes are available online after they have been approved at the following meeting.

Directors Present
Diane Jackson (remote), George Jackson (remote), John Hummel (remote), Shondra Williams, Dr. (remote), Tanya Lewis (remote)

Directors Absent
Mona Chawla, Rona Harris

Ex Officio Members Present
Kathleen Sullivan (remote)

Guests Present
Trent Mackey (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

John Hummel called a meeting to order on Wednesday Dec 2, 2020 at 11:03 AM.

II. Strategic Planning

A. Share Potential Resources

JH reached out to 3 ppl in his network to identify potential volunteers for strategic planning -none of them has time to volunteer.

TL reviewed existing data and CD's background and would look to vet this identified candidate/potential consultant before pursing other options

GJ reached out to network to identify - have not found anyone yet

MT- have resume for CD who has worked with RISE previously

DJ - interested in CD because he has background of working with RISE

B. Strategic Planning Approach

KH - Benefits of outside consultant vs volunteer.
Volunteer is budget friendly but needs POC and assignments - collecting data and sending to volunteer. KH and MT are not positioned to be the POC.

SW - Accountability is higher with a hire vs volunteer.

Vote - strategic approach - (insert from agenda)

Motion - TL
Second - SW
All voted yes

Tanya Lewis made a motion to Accept KH's proposed strategic planning approach to hire W-2 position or 1099 Consultant to lead the work.
Shondra Williams, Dr. seconded the motion.
The team **VOTED** to approve the motion.

C. Timeline

12/3/2020 - 12/9/2020 - Phase I Interviews
12/10/2020 - Candidate Selection
12/11/2020 - Reference Check
12/14/2020 - Draft Offer of Employment
12/14/2020 - Speak with CandidateDJ
12/16/2020 - Approve Offer of Employment Board

D. Job Description and Posting

Position will be posted as a W-2 position and based on sample job descriptions in packet.
Example - https://www.centerfornonprofitexcellence.org/jobs/chief-strategy-officer
KH will post position.

Diane Jackson made a motion to KH will post position as soon as job description is complete.
Tanya Lewis seconded the motion.
The team **VOTED** to approve the motion.

E. Future Meetings

Thursday, Dec 10th will be held to interview candidates

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:07 PM.

Respectfully Submitted,
Tanya Lewis