

APPROVED



## Jefferson RISE

### Minutes

#### Regular Board Meeting

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**Date and Time**

Monday June 3, 2024 at 6:00 PM

**Location**

3645 Lapalco Blvd., Harvey, LA 70058

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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](http://www.jeffersonrise.org). Minutes are available online after they have been approved at the following meeting.

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**Directors Present**

George Jackson, Ianisha Chairs, Mona Chawla (remote), Sam Bear, Tanya Lewis

**Directors Absent**

*None*

**Ex Officio Members Present**

Kathleen Sullivan

**Non Voting Members Present**

Kathleen Sullivan

**Guests Present**

Duane Duffy, Michael Willem, Trent Mackey

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**I. Opening Items**

**A. Record Attendance**

**B. Call the Meeting to Order**

Tanya Lewis called a meeting of the board of directors of Jefferson RISE to order on Monday Jun 3, 2024 at 6:09 PM.

**C. Approve Prior Meeting Minutes**

Sam Bear made a motion to approve the minutes from Regular Board Meeting on 04-29-24.

George Jackson seconded the motion.

The board **VOTED** unanimously to approve the motion.

**II. Executive Team Report**

**A. Executive Team Report**

Kathleen provides an executive team report: vacancies, summer schedule and enrollment perspective.

**III. Finance**

**A. Finance Committee Report**

There is no update at this time.

**B. Proposed 2024-25 Budget**

Kathleen provides an update the proposed 2024- 2025 Budget.

- Board members will be provided opportunity to discuss at the next meeting.

**C. Approve 2024-25 minimum salary agreements**

George Jackson made a motion to approved the 2024-2025 minimum salary agreements for staff offer letters.

Sam Bear seconded the motion.

The board **VOTED** unanimously to approve the motion.

**IV. Other Business**

**A. Updates**

Benefit Analyst, LLC (Duaine Duffy, Michael Willem) presented.

Their business provides a electronic services to reduce human resources activities of benefits, payroll, etc. The services are free of services. Services are paid via the commission of the benefits used.

Tanya Lewis provided 3 additional minutes for Duffy to explain services offered.

**B. Next Meeting**

June 17, 2024 at 7pm

**V. 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 6:31 PM.

Respectfully Submitted,  
Trent Mackey