



# Brighten Academy

## Minutes

### Executive Committee Meeting

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#### **Date and Time**

Monday February 24, 2025 at 7:00 PM

#### **Location**

Brighten Academy

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#### **Committee Members Present**

D. Carter, J. Smith, K. Moses

#### **Committee Members Absent**

R. Zackery

#### **Guests Present**

D. Davis

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### **I. Opening Items**

#### **A. Record Attendance**

#### **B. Call the Meeting to Order**

J. Smith called a meeting of the Executive Committee Committee of Brighten Academy to order on Monday Feb 24, 2025 at 7:41 PM.

### **II. Executive Committee**

#### **A.**

### **Strategic Plan Review**

The Strategic plan ends at the end of the 2025 year. Big pillars on the strategic plan will stay the same for now. Charter renewal will be in 2027 when the executive committee rolls off.

### **B. Board Retreat/Training**

Kenya Elder will be organizing the board retreat after the new ED comes onboard. Kenya and Mrs. Davis have not talked pricing yet. 1-day retreat. Suggested Fox Hall and possibly an overnight retreat.

### **C. Spring Board Assessment**

Dr. Carter will oversee the assessment. Planning to do it in March for discussion in April.

Opportunities

- meetings
- size
- succession
- recruitment and fundraising

### **D. Board Meeting Procedures**

Time parameters:

- two hour total
- 1 hour for committee and 1 hour for full board

will come up for voting with full board

### **E. Leadership Transition Update**

Mrs. Davis has been working with Kenya. Training is complete

Kenya submitted a grant to be a crucial conversations consultant

Jeff will lead the staff on March 5th focusing on implicit bias

## **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 8:09 PM.

Respectfully Submitted,

J. Smith