



Children's Opportunity Alliance

Board of Directors Meeting

May 17, 2023, 6:00pm – 8:00pm

Via Zoom

Meeting Minutes

The following Directors were present: Kevin Beverly (Chair), Amy Cropp, Chandra Curtis, Hannah Hahn, William Hegwood (Treasurer), Tiffany Jones (Secretary), Deborah Lambert, Nora Morales, Taniesha Woods Myles, Myrna Peralta, Nichelle Owens, Sobia Qureshi, Theresa Ramsaroop, Pat Ruppert (Vice Chair), Wayne (Chris) Saxton, Dira Treadvance.

The following Directors were absent: Vernessa Broddie, BB Otero, Sonia Pruneda-Hernandez, Vivian Yao.

Members of the public in attendance: Soumya Bhat, School Readiness Consulting; Jolene Mutchler; Leila Sammander, School Readiness Consulting; Nicole Sharpe, School Readiness Consulting; and Amy Selco, Capacity Partners.

COA Interim Staff in attendance: Laura Jahromi, Ralph Morales, Brittany Owens, Kimberly Rusnak.

Board Chair Beverly called the meeting to order at 6:05pm. A quorum of the Directors was present.

Review and Vote of Meeting Minutes

The Board reviewed the Minutes from three 2023 meetings: February 1, March 16, and April 15.

Motion to accept the February minutes as written: Myrna Peralta. Second: William Hegwood.
No objections or abstentions.

Motion to accept the March minutes as written: William Hegwood. Second: Chandra Curtis
No objections or abstentions.

Motion to accept the April minutes as written: Deborah Lambert. Second: Nora Morales.
No objections or abstentions.



Board Chair Update

- Conflict of Interest: COA's Conflict of Interest Policy and the Annual Affirmation and Disclosure Statement form have been finalized. Staff will send forms to all Directors utilizing an electronic signature program for completion within the next 30 days.
- Update to the COA By-Laws: the Board discussed proposed additions to the By-Laws regarding the formation of committees.

Motion: Dira Treadvance made a motion to approve the by-laws, with the following changes:

- Committee appointments will be approved by the Chair of the Board and the full Board of Directors will be informed of any appointments at the next meeting.
- In the Executive Committee description, approve only the first sentence, and do not approve the following two sentences in the draft. The Executive Committee bullet shall read: a. Executive Committee: The Executive Committee shall consist of the Chair, Vice-Chair, Secretary, and Treasurer.

Second: Pat Ruppert. No abstentions or objections.

Interim Executive Director Update

COA has finalized a new commissioned report, *Well-Being of Montgomery County's Youngest Children*, that compiles the publicly available data relevant to young children in the County. Directors are invited to review the report and consider their insights as they prepare for strategic planning. Indicators compiled in this report will be used to populate COA's first annual report due to the County on October 1.

Strategic Plan Update

School Readiness Consulting has kicked off COA's strategic plan project. The consultant team discussed their approach and timeline for the work. The first step is information gathering and a document review process. The Board suggested additional documents to be reviewed. The Board will engage in a listening session on June 13, 2023.

Fiscal Year 2024 Budget Discussion

The Board discussed the draft budget for fiscal year 2023-24.

Motion to accept the FY24 Budget as drafted: William Hegwood. Second: Hannah Hahn. No objections or abstentions.

Closed Session

Statement of the time, place, and purpose of the closed session:



Time: 7:48pm to 8:00pm, May 17, 2023

Location: Zoom

Purpose of the closed session: Executive Director Hiring Update

Record of the vote of to close the session:

Motion: At 7:48pm a motion was made to move to closed session by Dira Treadance. Second: Pat Ruppert. Motion passed unanimously.

Pursuant to the statutory authority of the Maryland Annotated Code, General Provisions Article, § 3-305(b), the Board of Directors met in a Closed Session for the following purpose: To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

Topic description: Executive Director Hiring Process

Persons Present for Discussion: The following Directors were present: Kevin Beverly (Chair), Amy Cropp, Chandra Curtis, Hannah Hahn, William Hegwood (Treasurer), Tiffany Jones (Secretary), Deborah Lambert, Nora Morales, Taniesha Woods Myles, Myrna Peralta, Nichelle Owens, Sobia Qureshi, Theresa Ramsaroop, Pat Ruppert (Vice Chair), Wayne (Chris) Saxton, Dira Treadance.

No motions were made during this session.

The Chair adjourned the meeting from closed session at 8:00pm.

Respectfully submitted by Laura Jahromi, Interim Strategy Specialist.

Approved on: June 13, 2023