



## Children's Opportunity Alliance

### Board of Directors Retreat

April 15, 2023, 10:00am – 4:00pm

Ruppert Landscaping, 23601 Laytonsville Rd, Gaithersburg, MD

### Meeting Minutes

The following Directors were present: Kevin Beverly (Chair), Amy Cropp, Hannah Hahn, William Hegwood (Treasurer), Tiffany Jones (Secretary), Deborah Lambert, Nichelle Owens, Myrna Peralta, Sonia Pruneda-Hernandez, Theresa Ramsaroop, Patricia Ruppert (Vice Chair), Wayne (Chris) Saxton, Dira Treadvance, Vivian Yao.

The following Directors were absent:, Vernessa Broddie, Chandra Curtis, Nora Morales, BB Otero, Sobia Qureshi, Taniesha Woods Myles.

Members of the public in attendance: Candice Carrington; Dr. Joi Chester; Suellen Ferguson, Council Baradel; Jeffrey Franco, Camino Consulting Group; Amy Selco, Capacity Partners; Gretchen Wieland, Oh Buoy.

COA Interim Staff in attendance: Laura Jahromi, Brittany Owens, Kimberly Rusnak, Anne Smith

*Board Chair Beverly called the meeting to order at 10:15am. A quorum of the Directors was present.*

### Ice Breaker

The Directors and Interim Staff participated in an activity to identify commonalities between people and get to know each other.

### Open Meetings Act and Public Information Act Discussion

Suellen Ferguson, legal counsel for the Children's Opportunity Alliance, provided an overview of the Open Meetings Act and the Maryland Public Information Act. She discussed the general requirements and highlighted information relevant to COA. All Directors should take the Maryland Open Meetings Act online training and submit completion certificates to COA.

### Diversity, Equity, and Inclusion (DEI) Discussion

Dr. Joi Chester led a discussion that centered around the Montgomery County Racial Equity and Social Justice Framework and the Role of the COA Board of Directors with respect to DEI. Dr.



Chester reviewed DEI terms and prompted small group discussion about what can be done to ensure COA work is conducted utilizing a DEI lens to challenge bias and communicate authentically.

## Lunch

## Closed Session

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

Time: 1:37pm to 2:20pm, Saturday April 15, 2023

Location: Ruppert Landscaping, 23601 Laytonsville Rd, Gaithersburg, MD

Purpose of the closed session: To discuss proposals received related to the Strategic Planning Consultant contract.

Record of the vote of to close the session:

**Motion:** At 1:37pm a motion was made to move to closed session by Myrna Peralta. Second: Patricia 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: Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

Topic description: Strategic Planning Consultant Selection

Persons Present for Discussion: The following Directors were present: Kevin Beverly (Chair), Amy Cropp, Hannah Hahn, William Hegwood (Treasurer), Tiffany Jones (Secretary), Deborah Lambert, Nichelle Owens, Myrna Peralta, Sonia Pruneda-Hernandez, Theresa Ramsaroop, Patricia Ruppert (Vice Chair), Wayne (Chris) Saxton, Dira Treadvance, Vivian Yao. COA Interim Staff in attendance: Laura Jahromi, Kimberly Rusnak.

**Motion:** Hannah Hahn made a motion to begin negotiations with School Readiness Consulting for Phase 1 of their Proposal. Second: Dira Treadvance. Sonia Pruneda-Hernandez abstained. No objections.

**Motion:** At 2:20pm Patricia Ruppert made a motion to move from closed session to open session. Second: Sonia Pruneda-Hernandez. Motion passed unanimously.



### **Board Member 101**

Jeffrey Franco, Camino Consulting Group, led a presentation with the following objectives: identify best practices in board leadership and management, differentiate fundraising versus development, identify each board member's superpower, and build stronger ties within the board staff community.

### **Board Role in Communications and Fundraising**

Gretchen Weiland, Oh Buoy, and Amy Selco, Capacity Partners, both consultants to COA, discussed their work in marketing/communications, and fundraising. Their presentation covered what work is currently going on, the strategic intersection between the two streams of work, and what role the Board of Directors can and should play.

*The Board Chair adjourned the meeting at 4:05pm.*

Respectfully submitted by Laura Jahromi, Interim Strategy Specialist.

Approved on: May 17, 2023