

MINUTES
Tulsa Regional STEM Alliance
Board of Directors Meeting
March 2, 2021
4:00-5:30 pm

The regular meeting of the board of directors for the Tulsa Regional STEM Alliance was held on Tues., March 2, 2021, via Zoom with President Susan Crenshaw serving as chair. The following board members were present: Anne Adams, Stephanie Cameron, Jacque Canady, Lucia Carballo Oberle, Caitlin Crane, Mark Dalton, Mike Daniel, Ken Davis, Michael DuPont, Cherie Humphries, Rachel James, Lyn Kent, Christine Koerner, Angela Kouplen, Nicholas Lolla, Mandy Monahan, Danielle Neves, Carla Schaeperkoetter, Jonathan Townsend, and Ray Vandiver. Teen Advisory Council members attending were Reeya Ramasamy and Rohit Nikam. Staff members attending were Xan Black, Emily Mortimer, and Lynn Staggs.

The meeting was called to order at 4:04 p.m. All attendees introduced themselves.

The first order of business was the disposition of the Nov. 17, 2020, meeting minutes. Mandy Monahan moved to accept the minutes as presented. Cherie Humphries seconded the motion and the motion passed unanimously.

Mandy Monahan presented the Governance Committee update. All board members were asked to complete the Conflict of Interest policy paperwork. Succession planning for the Executive Director will be discussed in the Executive Session following this meeting. Plans for the rest of the year include a board retreat and reviewing the third year of the 3-year strategic plan. Susan Crenshaw asked that Board Information forms go to the new board members.

Mark Dalton presented the Internal Affairs Committee Report. Last year's audit was clean but several recommendations were made that the Executive Director will discuss with the Treasurer to consider remedies. The Internal Affairs Committee is working on several issues such as the ED search committee, the merger with Urban Coders Guild, the application for a City of Tulsa grant to establish a North Tulsa STEM Hub, a new space search since the current lease ends in October 2021. Based on these issues, the IAC may ask the budget to be revised.

Anne Adams gave the Finance Report/Dashboard, presenting the financial performance as of 12/31/20. Funds show a surplus including forgiveness of the PPE loan. Anne reviewed key ratios including 7.4 months of operating cash on hand and reported an audit will begin in at the end of April.

Mark Dalton and Michael DuPont gave an update on the proposed merger between TRSA and Urban Coders Guild. Michael DuPont gave an overview of UCG and how the organization

complements TRSA computer science efforts. UCG will act as an initiative of TRSA under the TRSA umbrella. Michael reminded the board that CS4OK has an ambitious plan to expand capacity and this merger will help increase TRSA's impact on North Tulsa. Mandy Monahan asked about the legal costs; Xan Black shared that TRSA legal counsel Hugh Roberts indicates the legal costs to be less than \$1500. Michael DuPont said the budget remains to be reviewed within the context of the merger. Susan Crenshaw said she will select a team to serve as the group developing the merger documents, with the expectation of a presentation in May or possibly at the 3Q meeting. Susan Crenshaw called for a motion to select TRSA staff and board members to work with Hugh Roberts to develop the merger documents. Anne Adams made the motion with a second from Angela Kouplen. The motion unanimously passed. Mike Daniel and Ken Davis volunteered to serve on the merger team. Xan Black will schedule a meeting with the UCG team.

Stephanie Cameron gave the Development Committee update, providing updates on board member donations and an overview of possible donations, including projections and current status. Stephanie requested that board members review the list to determine if they have existing relationships with any of these potential donors that could be leveraged.

The next item of discussion was the transition of Flight Night. This discussion, led by Mark Dalton and Stephanie Cameron, was strictly for feedback purposes; no vote is required at this point. The intent is to transfer the Flight Night event to TRSA with continued Siegfried family involvement, using a gradual transition over a 3-year period with the ability to renew the relationship. Flight Night would continue as the primary driver of TRSA funding efforts. Mandy will manage the Sept. 9, 2021, event for now, including initiating donation requests. Mandy indicated the plan is to begin by transitioning the administrative and donation acceptance and acknowledgement to TRSA this year. This change is not intended as a merger, but a full handover to TRSA with the board continuing to serve as the event committee. Stephanie Cameron said the Siegfried Family are committed to serve as chair for the next two years. Mandy Monahan said they will serve as honorary chairs after that.

In Tracie Poe's absence, Xan Black provided the Communication Committee Report. The TRSA annual report is finalized. Xan presented a snapshot of funding opportunities. Susan Crenshaw asked Xan to forward the information to the whole committee. Xan presented a review of the performance metrics that are part of the strategic plan.

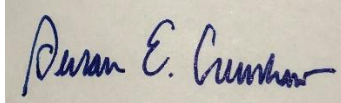
Programming Committee Co-chair Michael DuPont presented the committee's report. The report provided a review of:

- Programs and metrics
- 3-year strategic goals and metrics
- Project management tool
- STEM Report Card

Michael also shared the Math Mentors video.

Susan Crenshaw made concluding remarks. Calendar invites will be sent to the board for the remaining 2021 board meetings on May 18, Aug. 17, and Nov. 16. A board retreat will be held this summer, possibly in July. Discussion followed regarding moving the August meeting to July; Susan said she will send a Google Poll to determine interest in moving the meeting. Susan reminded the board that this is Xan's last board meeting. An appreciation celebration will be held at her house on April 8, 5 – 7:30 p.m. A majority of board members made remarks about their appreciation for Xan and her work at TRSA.

The meeting concluded at 5:45 p.m.

A rectangular box containing a handwritten signature in blue ink that reads "Susan E. Crenshaw".

Susan Crenshaw – Board Chair

A handwritten signature in black ink that reads "Lynn Staggs".

Lynn Staggs – Acting Secretary

A handwritten signature in black ink that reads "Stephanie Cameron".

Stephanie Cameron – Board Secretary