

Tulsa Regional STEM Alliance
Board of Directors Meeting
November 17, 2020 (4:00-5:30 pm)

Minutes

Call to Order

Attendance: Emily Mortimer, Xan Black, Susan Crenshaw, Angela Kouplen, Anne, Cherie Humphries, Kenny Davis, Lucia Oberle, Lyn Kent, Mark Dalton, Michael DuPont, Mark Dalton, Raman Singh, Ray Vandiver, Reeya Ramasamy, Rohit Nikam, Sarah Floyd, Stephanie Cameron, Tracie Poe, Mandy Mohanam

Introductions – Teen Advisory Council & Sarah Floyd (new Marketing Manager at TRSA)

Consent Agenda – motion to accept Aug. Meeting Minutes, Michael makes motion, Allison seconds, all in favor

Internal Affairs –

- Finalized employee handbook with Xan in October.
- Submitted IRS 990
- Worked with staff and passed 2021 budget
- New policy – document retention and destruction, did not want to implement a policy

Budget –

- Balanced budget, \$150,000 short of meeting budget for 2021
- Motion made to approve 2021 budget – Mark motions, Dean Kent seconds, all approved

Budget Dashboard –

- Surplus as of 9/30 around \$300,000.00
- Cash on hand is positive and program efficiency is on target
- Still need 100% board donations currently at 73.9%
- 6 months of operating cash on hand
- Overall Income/Expense budget is looking positive

Performance Metrics

- Doubled student impact target goal
- Teacher goal will probably not be met due to COVID
- 70,000 STEM in a Bag kits

Development Committee

- Need contact at Arvest and Blue Cross and Blue Shield

- Still need Board Donations

Communications

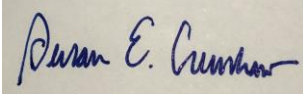
- Working with development committee to develop collateral to use for development

Programming

- Developing proposal to bring Urban Coders Guild under TRSA
 - Proposal in draft stage to work out how the organizations will support each other
 - Xan, Emily and Kristen are working with UCG on details of proposal
 - UCG will not affect the TRSA budget
- STEM Scorecard – Dr. Wil Brown is leading meetings on establishing indicators and how to collect data
- Strengthening Community Partnerships – working on project management plan to indicate what stage various programs
 - Good way to give programming committee and board more transparency on when and how things are getting done.
 - Great way to engage potential board members in a meaningful way through developing this tool
- Weighted Criteria Program Evaluation (see powerpoint), most programs indicated are completed or slated to be completed

Governance Committee

- 2021-2022 Slate of Directors (refer to powerpoint)
 - 5 are new people to the board
 - Dean Kent makes a motion to approve the 2021-2022 slate, Ken seconds, all in favor.
 - Slate of officers (see powerpoint)
 - § Dean Kent makes a motion to approve the 2021-2022 slate, Mandy seconds, all in favor.
 - Dean Kent – makes a motion to approved Xan Black as the Executive Director, motion passes
- Teen Advisory Board – governance committee and Xan would select two members of the teen advisory board to attend board meetings
- There is an updated roster with all Chair's and committee members.
 - New board member orientation will be in January
- Members rolling off the board in January – Tiffany Neil, Oneka, Jesse & Nick Doctor
- Carla had a baby boy, Ford, on November

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

Susan Crenshaw
Board Chair

Stephanie Cameron
Incoming Board Secretary