

MINUTES
Tulsa Regional STEM Alliance
Board of Directors Meeting
March 1, 2022
4:00-5:30 pm

Tulsa Regional STEM Alliance held its regular meeting of the board of directors on Tues., March 1, 2022, in person and via Zoom with Board President Lucia Carballo Oberle leading the meeting. The following board members were present: Anne Adams, Paulina Baeza, Tyrance Billingsley II, Caitlin Crane, Jacque Canady, Susan Crenshaw, Mike Daniel, Michael DuPont, Cherie Humphries, Rachel James, Angela Kouplen, Nicholas Lalla, Mandy Monahan, Danielle Neves, Lisa Schwarz, Jonathan Townsend, Ray Vandiver, Travis White, Stephanie Vickers-Regan, and Xavier Villarreal. Staff members attending were Savannah Chamberlin, Melissa Cobb, Sarah Floyd, Emily Mortimer, Levi Patrick, Lynn Staggs, and Kristen Tanner.

Lucia Oberle called the meeting to order at 4:01 p.m. She introduced herself as the new board chair and welcomed the new board members. Executive Director Levi Patrick introduced Savannah Chamberlin and Melissa Cobb as new staff members. He congratulated Lynn Staggs as the new Chief of Staff and Emily Mortimer as the new Vice President of Ecosystems.

Presentation of the consent agenda from the Nov. 17, 2021, board meeting was the first order of business. Cherie Humphries made the motion to approve the minutes, Xavier Villarreal seconded, and the motion passed unanimously.

Lucia introduced Susan Crenshaw and Cherie as the co-chairs of the Governance Committee. The committee has not met in 2022. Cherie reminded board members that their signed board agreement and contribution forms are due to Lynn Staggs. Cherie presented a change in the committee structure with the combination of the Development Committee and Communications Committee and the combination of the Finance Committee and the Internal Affairs Committee. She advised board members to determine if they wanted to change their committee assignments this year. Committee assignments for new board members will be finalized in the next week or so. Michael DuPont asked if there are committees that need more members. Both the Governance and Finance Committees need more people. Mandy reminded the board that non-board members can serve on the Finance Committee.

Cheryl asked Levi to present the new strategic plan. TRSA retained The Persimmon Group to facilitate the process, which began in September and ended last Friday. Next step is to publicize the strategic plan. Levi presented a simplified version of the strategic plan.

Mandy Monahan presented the Development and Communications Committee update. TRSA's primary fundraiser, Flight Night, is transitioning to TRSA, which will plan, organize, and carry out the event. An MOU regarding the transition is in process. Mandy will continue as president of Flight Night until TRSA hires a development director. Board members are invited to the patron event on Wed., March 9, at 5:30 p.m. at Southern Hills Country Club. The public announcement about the transition will be made at that time. Board members should mark their calendars for the Sept. 15

event. Mandy noted that sponsorships are available. Mandy reported the capital campaign, with a \$300,000 goal, is in process. As of Jan 31, \$224,000 in pledges have been made.

Non board members are welcome to join the Development and Communications Committee.

The draft of the social media policy is almost complete and will go next the committee for its approval.

Jonathan Townsend began the Program Committee report by introducing himself as co-chair, with Ray Vandiver. He thanked Michael DuPont for his past service as co-chair of the committee. The program staff has developed a Program Checklist and will begin to implement it. Ray indicated the committee would meet this week to set priorities for the year.

Emily Mortimer presented the draft of the five stages for program events and gave a quick review of 2021 program data. Emily noted that slide 36 does not reflect the correct data. The focus for 2020 and 2021 on deeper engagement with regard to student impact, educator capacity, and the STEM ecosystem.

Danielle Neves asked how the team would align the strategic plan categories to STEM City. Levi said STEM City is in the preliminary stage and this discussion will begin at the first meeting of STEM City, which is next week.

Emily reported on program event changes. STEM Signing Day will now be the combination of two events: You're Kind of a Big Deal and Engineer Signing Day. Cardboard Regatta could possibly be franchised to the Girl Scouts of Eastern Oklahoma. Franchised events are powered by the TRSA model. SeaPerch was postponed from February at the Tandy YMCA and will now be held on April 2 at the Jenks Aquatic Center.

Anne Adams, chair of the Internal Affairs Committee, reported that Mariner Wealth Advisors has dropped TRSA as a client. Morse & Co. is being considered for the new bookkeeping company.

Anne reported there is about 8 months of operating reserves on hand. Mandy asked if some of the reserves could be allocated to the capital campaign. Levi said that is a possibility. He elaborated that some budget changes are due to salary increases and bonuses as well as hiring new employees.

Lucia gave the Relocation Task Force report, noting the changes in the new space over the last two weeks. The board is invited to tour the area following this meeting. Scott Rice is providing quotes on office furniture with Smith Systems is providing quotes for classroom furniture.

Levi is working with Edmund Harris, an artist/mathematician from Arkansas, on the art for the donor wall that will be along the hallway wall. A logo refresh also is in the works. Mandy asked if a professional agency is doing that work. Levi clarified it's not a complete brand refresh, but a limited project focused on changes to the current logo.

Lucia thanked the Relocation Task Force members for their work and said May 11 is targeted for opening day.

Lucia asked if there was any other business for the board. Mandy reminded the board that the development director position is open for applicants. Ideal applicants have 3 to 4 years' fundraising experience, preferably in Tulsa.

Lucia said the next board meeting is Tues., May 3, with an April 18 deadline for committee reports.

Lucia adjourned the meeting at 5:21 p.m.

A handwritten signature in black ink, appearing to read 'Lucia Carballo Oberle', with a long horizontal stroke extending to the right.

Lucia Carballo Oberle – Board Chair

A handwritten signature in black ink, appearing to read 'Lynn Staggs', written in a cursive style.

Lynn Staggs – Chief of Staff

A handwritten signature in black ink, appearing to read 'Danielle Neves', with a large initial 'D' and a long horizontal stroke extending to the right.

Danielle Neves – Board Secretary