

Board of Director's Meeting Minutes

August 17, 2024

Attendees

- Joseph Cantor, President
- Dan Klyce, Treasurer
- Anne Gilson
- Natalie Drawdy
- David Corbin
- Kathleen Hardesty, Vice President
- Alex Watson
- Tiffany Marks
- Jan Fentress

Staff:

- Daniel Reeves, Executive Director

Call to Order

President Cantor called the meeting to order at 9:34 a.m. He began with a welcome and introduction of the Board Members.

Consent Agenda

President Cantor requested acceptance of the Board Minutes from the May 24, 2024 meeting and informational reports. The motion passed with all in favor. There were no additions to the agenda.

Executive Director's Report:

- The Executive Director highlighted initial assessments and immediate goals, including enhancing technology, streamlining data collection, and improving internal systems to support staff.
- Legislative approach and planning for General Assembly preparations were outlined, with a focus on partnerships and lobbying efforts.
- Discussion about partnerships, particularly with NeuroRestorative, a for-profit entity, and the potential to alleviate tensions between it and nonprofit alliance members.

Staffing and Retention:

- The organization is fully staffed, but further adjustments in staffing structure and responsibilities were suggested for efficiency.
- Emphasis on developing a work environment conducive to high productivity and employee satisfaction.

Nominating Committee Report:

- Two new board members, Bilal Jamali and Dr. Justin Wepner, were introduced and approved.
- A mentorship program was discussed to help onboard new board members, involving pairing them with seasoned members.

Leave and Work Policies:

- Proposed policy changes for annual and sick leave were discussed, with suggestions for a combined Paid Time Off (PTO) structure.

- A proposed new leave policy to provide four weeks of annual leave and one week of sick leave, with unused leave not carrying over, was under consideration.

Decisions Made:

- **Board Member Approval:**
 - Bilal Jamali and Dr. Justin Wepner were approved as new board members, starting officially in the next board meeting.
- **Consent Agenda Approval:**
 - May board meeting minutes were approved with minor amendments.

Action Items:

- **Further Discussion on Leave Policy:**
 - Finalize the leave policy to address concerns regarding combined PTO versus separate sick and vacation leave.
- **Mentorship Program Implementation:**
 - Launch the mentorship program for new board members, with scheduled meetings and topic outlines for initial months.
- **Evaluation of Work Environment:**
 - Monitor the hybrid work model to ensure productivity and adjust policies as necessary to meet organizational needs.

Adjournment

Meeting was adjourned at 11:54 am.

Respectfully submitted by,

Daniel Reeves