



APPROVED
UMOJA BOARD OF DIRECTORS
EXECUTIVE COMMITTEE MEETING
April 22, 2019
CCC Confer Zoom

Members present: Teresa Aldredge (President), Judy Mays (Secretary), Walter Robinson (Vice President) and Garcel Zardes (Treasurer).

Staff present: Julie Adams, Transition Manager

I. Welcome

Aldredge welcomed members and added item III. E. Executive Director's contract.

II. Action Items

a. 2019 – 2020 Workplan and Budget

The Executive Committee discussed the 2019 – 2020 Umoja Program budget. Members agree that Umoja should invest in the affiliated colleges by continuing to provide funds to the programs. The workplan continues the work of past grants, and includes the addition of the STEM Transfer Academy, an additional Education Summit as well as a Communications Plan.

By Consensus the Executive Committee approved the workplan and budget to be moved forward to the full Board.

III. Discussion

a. Audit

Members discussed the process for selecting an auditor. A Request for Proposal will be developed and sent to possible auditors. The Audit Committee, chaired by Vice President Robinson, will review the proposal submitted and select an auditor. The audit should begin after the books are closed at the end of the fiscal year.

b. Executive Director Onboarding

Members discussed the onboarding process for the newly hired Executive Director. The onboarding process will be included on the next Board agenda for discussion.

c. Strategic Communications Plan

Members discussed the draft Strategic Communication Plan developed by 3Fold. Favorable comments were expressed regarding the report. In particular, members appreciated that 3Fold used the Umoja practices and relevant cultural information.

d. **Board Retreat Facilitator**

Aldredge noted that the Board will need to select a facilitator to assist the Board in developing a strategic plan during the Board retreat. Some recommendations will be brought forward to the Board at the upcoming Board meeting scheduled for April 30, 2019.

IV. Other Items

Meeting adjourned at 9:00 pm.

Respectfully submitted by:

Judy Mays, Secretary

Julie Adams, Transition Manager