

Board of Director Meeting Minutes

April 1, 2020 – via conference call



I. Welcome

Chris Sears called the meeting to order at 1:04 p.m. (J. Robinson asked C. Sears to preside)

Attendees: Chris Sears, Lauren Holcomb, Bonnie Holliday, Shyam Kumar, Jonathan Tugman, Katie Schermerhorn, Buzz Brockway, Michele Neely

II. Board Governance

- a. C. Sears the board that Johnna Robinson had resigned her position as Board Chair and Board member at the end of the day on April 1, 2020. J. Robinson currently has additional job responsibilities and does not feel that she can fulfill her obligations on the SCSF board as a result. C. Sears and M. Neely expressed their appreciation for J. Robinson's commitment and service to the SCSF and commended her for the work she does for the State of Georgia through her role at Georgia Power. **No action required.**
- b. L. Holcomb nominated Chris Sears as Board Chair, effective April 2, 2020. B. Holliday seconded the motion. L. Holcomb called for a vote. **The Board voted C. Sears as Chair unanimously.**
- c. C. Sears nominated Shyam Kumar as Vice Chair, effective April 2, 2020. E. Hames moved to approve S. Kumar as Vice Chair, and L. Holcomb seconded the motion. **The Board voted S. Kumar as Vice Chair unanimously.**
- d. J. Robinson nominated Lisa Olens as a Board Member, effective April 2, 2020. L. Holcomb moved to approve L. Olens as a Board Member. E. Hames seconded the motion. **The Board voted L. Olens as Board Member unanimously.**
- e. C. Sears advised the board that the position of Treasurer was now open and gave an overview of the requirements of the Treasurer.

III. SCSF Response to COVID-19

- a. C. Sears asked M. Neely to discuss the SCSF's response to COVID-19. M. Neely directed the board to the SCSF COVID-19 Response document and gave a brief overview. M. Neely explained that she had been in communication with school leaders and had been compiling information for schools on the SCSF Slack website.
- b. Based on communication with schools, including a survey, M. Neely indicated that the schools' top four needs were electronic devices for low-income students, Internet access for low-income students, remote tutoring for academically at-risk students, and funds to compensate for lost revenue and unanticipated expenses.
- c. M. Neely presented the spreadsheet used to estimate the need of schools based on these items. The spreadsheet included student counts and low-income student estimates. B. Holliday stated that many schools with high percentages of low-income students had enough electronic devices for all students from grants. M. Neely assured the board that specific needs would be verified prior to any grant awards and that this spreadsheet was for the purposes of estimating need only.
- d. M. Neely explained the plan for supporting schools with the needs determined, with a focus on devices, Internet access, and remote tutoring. She outlined a plan to request

funds from foundations and individuals and then create the COVID-19 Response Fund and grant fund for schools.

IV. New Business

- a. C. Sears asked for a motion to approve the creation of the SCSF COVID-19 Relief Fund and related strategy and fundraising efforts. L. Holcomb moved to approve. B. Holliday seconded the motion. **The Board approved the establishment of the COVID-19 Relief Fund unanimously.**
- b. C. Sears asked for a motion to transfer \$4,000 cash on hand from General Funds to the SCSF COVID-19 Relief Fund. E. Hames moved to approve the transfer. L. Holcomb seconded the motion. **The Board approved the transfer of funds unanimously.**

V. Adjournment

C. Sears adjourned the meeting at 1:37 p.m.