

Alexander Haas Consultant Report Committee (Ad-Hoc) Meeting Minutes
Thursday, March 30, 2023 | 4:00 p.m. – 5:00 p.m. EDT | Teleconference

Committee Members Present

Dir. Lenetra S. King, *Chair*
Dir. Jemal O. Gibson

Dir. Marcelia C. Freeman
Dir. Erica D. Hill

Committee Members Not Present

Dir. Lisa R. LaBoo

Dir. Freddie Raines

Board Members Present

Dir. Laurence Humphries
Dir. Kenneth M. Neighbors
Dir. Tirrell D. Whittley

Dir. Curtis E. Johnson, Jr.
Dir. Monica Williams Harris

Guests Present

Ms. Shelia Fields, *ITS Office, FAMU*

Advancement Team Present

Mrs. Latosha Adams Francis
Mrs. Christina Compere-Minor
Ms. Kimberly Hankerson
Mrs. Gena Palmberg
Mrs. Brandi Tatum-Fedrick

Ms. Kimberly Brown
Dr. Shawnta Friday-Stroud
Mrs. Quiana Lowe
Dr. Eric Swanigan
Mrs. Jahlisa Taylor

Call to Order & Roll Call

The meeting was called to order at 4:01 p.m. by Chair Lenetra King. Ms. Kimberly Hankerson offered the roll call; a quorum was confirmed during the meeting.

Conflict of Interest Disclosure

Chair King requested that committee members disclose any conflict of interest with items on the agenda; none were disclosed.

Opening Remarks – Chair King

Chair King welcomed the Committee members to the meeting and thanked Board Chair LaBoo for the opportunity to serve as Chair of the Alexander Haas Consultant Report Committee. Chair King provided a brief history of the committee's formation; citing that a Request for Proposal (RFP) was developed for an outside consultant to conduct an analysis of the Board and recommended best practices from other foundation boards. Alexander Haas was selected in December 2020 to complete the analysis and presented their findings to the Board in May 2021. There were forty-two (42) recommendations that were broken up into seven (7) categories:

- 1) Volunteer Leadership
- 2) Professional Leadership
- 3) Planning
- 4) Governance
- 5) Partnerships
- 6) Stewardships
- 7) Development

During the August 2021 Board Member Retreat, those recommendations were then separated into completion time increments of 6 months, 1 year and 2 years. Chair King then introduced Ms. Hankerson to provide a status update on the current completed and outstanding items from the report.

Alexander Haas Report Updated/Recap

Ms. Hankerson presented an update on the report findings to the Committee:

- *Completed Items – Twenty (20) Items have been completed.*
 - Development – 2 Items
 - Governance – 5 Items
 - Partnerships – 4 Items
 - Professional Leadership – 1 Item
 - Stewardship – 4 Items
 - Volunteer Leadership – 4 Items
- *In-Progress – Six (6) Items are currently in progress.*
 - Development – 1 Item
 - Governance – 1 Item
 - Planning – 1 Item
 - Professional Leadership – 2 Items
 - Volunteer Leadership – 1 Item
- *Six Months – Five (5) six-month items are still outstanding.*
 - Governance – 2 Items
 - Stewardship – 2 Items
 - Volunteer Leadership – 1 Item
- *One Year – Ten (10) one-year items are still outstanding.*
 - Development – 1 Item
 - Governance – 5 Items
 - Planning – 2 Items
 - Professional Leadership – 1 Item
 - Volunteer Leadership – 1 Item
- *Two Years – One (1) two-years' item is still outstanding.*
 - Development – 1 Item

Chair King opened the floor for discussion or questions on any of the report findings. The Committee discussed the Prospect Management Team within University Advancement and their current functions as well as the success rate for securing funds from potential prospects. Dr. Friday-Stroud stated that the action item regarding review of the current endowment spending policy was initially forwarded to the Investment Committee but has now been added as a discussion item for the Finance Committee and staff is obtaining research from other SUS schools current spending policy guidelines for the Finance Committee to review at their next meeting.

Chair King stated that members of this committee also sit on other committees with outstanding action items, therefore would the best approach be to assign some individuals who are on those other committees to ensure follow-up on the action items are carried out during their committee meetings. The Committee then reviewed each action item individually and discussed if the person currently assigned this item should remain or if a change should be made as well as implementing timelines around completion or updates for each item. Committee members and Board members who participated in the meeting each volunteered to present actions items to their respective committees and will provide updates during this Committee's next meeting.

Lastly, Chair King recognized Dir. Hill's birthday, March 30th and thanked her for her dedication in spending time for a board committee meeting during her special day.

New Business

There was no New Business that needed to come before the committee.

Other Items

There were no Other Items that needed to come before the committee.

Adjournment | Minutes Prepared By

There being no further business, the meeting was adjourned at 4:56 p.m. by Chair Lenetra S. King; Mr. Nick Dulcio prepared the minutes.

DRAFT