

The Trust Special COMMITTEE Meeting

November 18, 2020

Zoom Meeting

Recorded By: Program Managers

The meeting was called to order at 6:09 PM.

Attendance:

Ann Marie

Sherise Brown

Jane H. Ridley

David Holder

Elsie Lee Sullivan

Semaj Blaine

Travis Parks

Mary D. Gay

Gregory Burson

John Helton

Sheronde Glover, PM

Natasha Harrison, PM

Carla Smith, City Council

Welcome, Call to Order, and Adoption of Agenda

- ❖ Agenda adopted and the meeting called to order at 6:09 PM.

Review and Approval of Prior Meeting Minutes

- ❖ Approval of previous minutes

Chair and Program Manager Report

- ❖ New Member Appointments → Councilmember Carla Smith thanked the members that have served and are leaving the committee and announced the newly appointed members.
 - John Helton, Ann Marie, and Semaj Blaine are leaving the committee
 - David Holder is now the Vice Chair
 - Sherise expressed concern about the process of appointing the chair and vice chair,
 - The process was not transparent
 - The committee should have known that David and Travis were in the process of becoming Vice Chair and Chair.
 - The Peoplestown community was not informed or told at any of the meetings.
 - The committee must be transparent and inclusive on decisions.
 - Travis Parks will take over as the Chair of the committee
 - New Members
 - Summerhill
 - Kenyatta Mitchell
 - Ben Sian
 - Pittsburgh
 - Johnny Floyd
 - If you do not wish to leave the committee, notify Carla after the first of the year.
 - PM's have the information on the members that are interested in staying.

Carla requested a letter with this information be submitted at the beginning of the year.

- ❖ Grant Fund Expenditures and Addendum Updates
 - Questions regarding the grantees spending and payout
 - All questions about grantees can be answered via the work plan.
 - The reporting and documentation information is in the work plan for ALL grantees
 - Addendums for all grantees have been sent out to identify how much longer they need to spend down their grant dollars
 - Some grantees with youth programs may have issues with spending their grant money due to the pandemic but most grantees have been able to pivot successfully
- ❖ The Trust Brand Consistency
 - Rebranding as “**The Trust**” for clarity
 - All external documents should say The Trust
 - Some internal documents may still say SNCTF but externally it's The Trust
- ❖ Recognition and Celebration of Leaving Committee Members
 - PM's shared a montage highlighting the 3 members that will be leaving in November and December.

Sub-Committee Reports

- ❖ Governance
 - New Member Orientation
 - Providing new members with the bylaws and access to the Google Drive
 - Leadership Structure Discussion
 - Committee Structures and Assignments
- ❖ Programs and Project Development
 - Grant Cycle Considerations
 - There are still some considerations to review to finalize the RFP. These things will be added to the December meeting for full committee discussion, facilitated by the PM's.
 - The RFP will be released after the December 2nd meeting, no later than December 7th.
- ❖ Operations
 - Member Handbook
 - Needs to be approved by the full body so that the new members have access to it

November Gratitudes (2-minutes per member, as needed)

- ❖ Travis: perspective, to still be here, God's blessings
- ❖ Greg: everyone was able to attend the meeting, stay safe
- ❖ Ann Marie: family and friends, the committee, appreciative of the committee and the learning opportunities
- ❖ Sherise: to be here today, health, strength, to be part of this committee
- ❖ Jane: family and their health

- ❖ Mary: lessons learned in 2020, blessing, moving into new office, being a blessing to others, those who survived the pandemic
- ❖ Semaj: health and strength, health and family, the national nightmare is almost over
- ❖ Sheronde: the group, Natasha, family, health
- ❖ Natasha: Sheronde's writing retreat, the committee, being at home, covid free family
- ❖ Lee: be kinder to each other in 2021
- ❖ John: evolution of the group, family, end of the year

New Business

- ❖ PM 2021 Agreement
 - PM's left the meeting so the committee could discuss

The meeting was adjourned at 8:30PM

Action Items:

- ❖ PM's will create a report to show grantee award, amount spent and the remaining trust funds
- ❖ PM's will send the committee the link to the work plan and the new member handbook to review
- ❖ Committee members need to review the work plan and new member handbook before the December meeting