

**Cincinnati Preschool Promise  
Governance Committee Meeting**  
United Way of Greater Cincinnati  
Room 201  
10:00 AM – 11:00 AM  
Minutes of January 12, 2023

**Committee Members Present:**

Deborah Mariner Allsop (chair), Marcia Futel, and Terri England

**Members Absent:**

Jalissa Hutchins

**Cincinnati Preschool Promise Staff Present:**

Chara Fisher Jackson, Executive Director and CEO  
Tanya Del Valle, Senior Administrative Assistant

**Guests and Members of the Public:**

Jacob Purcell, Manley Burke

**1. Welcome, Call to Order:**

Deborah Mariner Allsop welcomed the Governance Committee members and opened the meeting at 10:10 AM.

Deborah Mariner Allsop requested that under Board Member Vacancies, Gary Owens needed to be corrected to read Gary Lindgren.

**ACTION:** A motion to approve the agenda of January 12, 2023, with the above change, was made by Marcia Futel and seconded by Terri England. The motion was unanimously approved.

Marcia Futel requested that on November 3, 2022, minutes have an “s” added to the name Communication under section 3 since the name will be the Communications Committee.

**ACTION:** A motion to approve the minutes of November 3, 2022, and November 29, 2022, with the above change, was made by Marcia Futel and seconded by Terri England. The motion was unanimously approved.

## 2. Review of the 2023 Governance Task Calendar

The committee reviewed the 2023 Governance Task Calendar and requested that the Strategic Planning Retreat be removed from the Board Self-Evaluation section.

Chara Fisher Jackson said we have an update scheduled with Anne Maxfield on the Strategic Planning as part of a Board Meeting but not an entire day Strategic Planning Retreat.

**ACTION:** A motion to approve the 2023 Governance Task Calendar with the changes listed above was made by Terri England and seconded by Marcia Futel. The motion was unanimously approved.

## 3. Update on Nominating Organizations Filling Current Board Vacancies

### Board Member Vacancies:

Gary Lindgren, Class of 2023, UWGC

- Kristi Phillips is the United Way of Greater Cincinnati's (UWGC) nominee to finish Gary Lindgren's term that ends in September 2023.

Letters have been sent to Cincinnati Public Schools (CPS) for Dr. Owens, Class of 2023, and Promise Forward for Crystal Perkins, Class of 2024, asking them to send their nominees for the open positions by March 3.

Dr. Owens, Class of 2023, CPS

Crystal Perkins, Class of 2024, Promise Forward

## 4. Review of Board Member Attendance

Deborah Mariner Allsop discussed the attendance documents. On the spreadsheets, Verline Dotson was listed twice in 2022, and Michelle Hopkins needed to be added in September 2023. Corrections will be made. For future meetings, an asterisk will be added for prior notice that a member will be absent.

She mentioned that Crystal Perkins had resigned.

## 5. Review the draft of changes to Governance Principles to address Board Succession

Jacob Purcell discussed the draft changes to the Governance Principles to add the succession to the Board Chairperson and Officers. The position would be considered vacant if the Chairperson or officer could not fulfill their responsibilities for three consecutive months. For the Chairperson, the Board Secretary would fill that position. Then the Treasurer would replace the

Board Secretary. The Board Chairperson would then appoint the open treasurer position. The appointed treasurer would hold the position until the next Annual Meeting, where elections would occur. The official title of the Board Secretary would become Secretary/Vice Chairperson.

Committee members mentioned that the Secretary/ Vice Chairperson would need to be added to the Executive Committee regardless of parity, bringing the total number of members to seven after the vote at the January Board meeting. Deborah Allsop said in the fall we can discuss whether parity is needed for the Executive Committee.

## **6. Executive Director/CEO Update**

- Board Education Topics- Attendance will be discussed at the January Board meeting.
- Strategic Plan Annual Review – Anne Maxfield will provide an update in March or June on the Strategic Plan during a board meeting.

## **7. Adjourn**

**ACTION:** A motion to adjourn was made by Terri England and seconded by Marcia Futel. The motion was unanimously approved.

### **Future Governance Committee Meetings**

March 9, 2023  
June 8, 2023  
August 10, 2023  
September 14, 2023  
October 12, 2023  
November 9, 2023

Submitted by Tanya Del Valle, Senior Administrative Assistant  
Cincinnati Preschool Promise