North Carolina Early Childhood Foundation
Governance, Nominating, & Human Resources Committee Agenda
November 10, 2021, 10:30 – 11:30
Zoom Meeting ID: 824 2610 5918

NCECF’s mission is to marshal North Carolina’s great people, ideas, and achievements to ensure equitable access to opportunity and success for every child by the end of third grade.

Governance, Nominating, & Human Resources Committee

10:30 AM ........Welcome, Call to Order and Establish a Quorum
Sheresa Blanchard

10:35 AM ........Approve August 10, 2021 Committee Minutes – Action
Sheresa Blanchard  Attachment A

10:36 AM ........Board Members Prospect List and Priorities – Discussion
Sheresa Blanchard  Attachment B

10:55 AM ........2021 Year in Review
Sheresa Blanchard  Attachment C

Adjourn
Welcome, Call to Order and Establish Quorum
The Governance Committee of the Board of Directors (Board) of the North Carolina Early Childhood Foundation (NCECF) met August 10, 2021. Sheresa Blanchard called the meeting to order and a quorum was established.

Approve Minutes from May 18, 2021 Meeting
A motion to approve the minutes from the May 18, 2021 Committee meeting was duly made and approved by a unanimous vote. Information on how to connect with a buddy can be found here.

Buddy System
Committee members requested a reminder email gets sent out to reconnect with their buddies prior to the September board meeting.

Action Item:
- Sumera Syed will include in the next correspondence with board members to reconnect with their buddy.

New Board Member Prospect List and Priorities
The 2021 goal is to recruit up to three new members to be voted on at the final Board meeting of 2021.

Recruitment priorities include:
- Corporate background
- Fundraising background
- Legal expertise
- Communications/Marketing Background
- Politically conservative
- Western & Eastern parts of the state
- From rural communities or experience working with rural populations
- NC Community College System
- Parents of young children

Muffy Grant provided an update on the current prospect list:
- A meeting with Nation Hahn has been set for August 13 to identify community college presidents and vice-presidents that reside in the western part of the state.
- Oscar Saavedra does not have the capacity at the moment to serve on the board.
- Staff members are interested in pursuing Carlos Sanchez (information is located in the ‘Removed from List’ tab in Attachment B-1) and plan to make an ask to join the board soon.
- Kelli Ovies has expressed interest in joining the board and an ask will be made soon.
Some recommendations made for future recruitment include:

- Research best practices for inclusive board recruitment (e.g. race, geography, gender)
- Consider broadening board member outreach (e.g. newsletter, Boardsi)
- Create a ranking spreadsheet based on the priority areas and review the categories on an annual basis
- Keep the committee informed if the priority areas are changed or if an opportunity emerges for a new connection that is not on the recruitment spreadsheet.

**Action Items:**

- Extend offer to Kelli and Carlos to join the board.
- Muffy will reach out to Sharon Hirsch about PCANC’s experience with Boardsi.
- Muffy will present the community college recommendations to the Committee.
- Sumera will remove Oscar from the Recruitment spreadsheet and add Carlos.
- Sheresa will check-in with Ariel Ford or Kristi Sugg for recommendations for community college executives that have experience with businesses related to childcare and family friendly policies.

**Employee Handbook Update**

Sumera informed the Committee about minor updates that have been made to the Employee handbook. Notable changes to the Handbook:

- Using an equity lens throughout the entire Handbook. This includes:
  - gender inclusive language to ensure that all employees feel included in the handbook
  - adding equity in our core values to ensure that we keep racial equity at the forefront of our work (ex: addition of NCECF’S Equity Policy: A Commitment to Racial Equity and updated mission and vision statement based on the 2021-2023 strategic plan.
  - institution of a floating holiday – this policy recognizes the religious and cultural diversity of our staff and ensures they have access to celebrations/traditions/volunteer opportunities that are important to them without needing to use PTO.
- Life/Work Balance: clarification of remote work, other work location(s), and expectations when working remotely
- Addition/clarification of employee expense reimbursements and use of credit cards to reflect changes made in the 2020 Fiscal Policies & Procedures
- Addition of an Emergency Preparedness section outlining expectations of employees during health, environmental, or other external emergencies

**Adjournment**

Having no further business, the meeting was adjourned at 11:30 AM.

Minutes submitted by:

___________________________________
Sheresa Blanchard, Committee Chair
GOVERNANCE COMMITTEE MEETING: November 10, 2021

DISCUSSION ITEM: Board Members Prospect List and Priorities

BACKGROUND:
The 2021 goal is to recruit up to three new members to be voted on at the final Board meeting of 2021. At the February 2021 Governance Committee meeting, the recruitment priorities were reviewed and updated to include:

- Corporate background
- Fundraising background
- Legal expertise
- Communications/Marketing Background
- Politically conservative
- Western & Eastern parts of the state
- From rural communities or experience working with rural populations
- Community College representation
- Parent of a young child

A spreadsheet has been established for Board members to add prospect ideas throughout the year.

Two board members have been successfully recruited and approved by the full board in 2021: Margaret Annunziata and Kelli Ovies. Including the two newest members, Tracey Greene-Washington transitioning off the board at the end of the year, and pending the renewal of Eric Bracy and Banu Valladares for their second term, the board will be at 17 members in 2022.

DISCUSSION:
- Decide if the committee wants to recruit new board members and outline plan on who to recruit.
- Below are the survey results collected by the Racial Equity Committee that could inform recruitment decision-making for the Governance Committee.

Survey Results
Due to the small size of staff and the board and to keep the data anonymous, the data is aggregated with staff and the board of directors. 20/21 (95.2%) board of directors and staff members completed the seven-question survey.
Q1 Do you identify as (please check all that apply):

- Zero percent of board and staff members identify as American Indian, Alaska Native, or Indigenous; Middle Eastern; Two or more Racial Identities; Native Hawaiian or Pacific Islander
- The most common demographic represented by the board and staff are:
  - White (8/20 or 40%) followed by
  - Black or African American (6/20 or 30%)
  - Asian or Asian American (4/20 or 20%)
  - Hispanic, Latino/a/e (2/20 of 10%)

Q2 Do you identify as a person of color?
- A majority of the staff and board identify as a person of color 60% (12/20), while 40% (8/20) do not identify as a person of color.

Q3 Select your age range:
- There is no representation for people under 24 and over 75 years of age on the board and staff.
• The most represented age group of board and staff members are 35-44 and 45-54 both at 30% (6 people in each age group).
• 20% (4/20) of the board and staff are 65-74 followed by 15% (3/20) at 55-64, and 5% (1/20) between the ages of 25-34.

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Q4 What is your gender?

- A majority of the board and staff (75%) identify as female
- 20% of the board and staff identify as male
- 5% of the board and staff identify as nonbinary

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Staff and board members have strong ties to the north central region of North Carolina (75% or 15/20)
Both the Piedmont-Triad region and Southwest region are represented by 20% (four board and staff members each)
Western, Northeast, and Southeast region all have 10% representation (two people for each region)
The northwest region of the state is represented by one (5%) staff or board member
There is no representation from the South-Central region of the state.
ATTACHMENT B

Q6 Are you a parent/guardian to a young child (eight-years-old and under)?

- 20% (4/20) staff and board members are a parent/guardian to a young child (eight-years-old and under); 80% (16/20) are not a parent or guardian to a young child (eight-years-old and under).

Q7 Is there any aspect of your identity that we have not covered in the preceding questions that we may want to consider including in future surveys? Please use the space below.

- I have served the whole state in my previous roles.
- I have a child that is 12 years old.

2020 Census data for NC (as a possible reference point) can be found [here](#):

- Statewide, 60% of North Carolina's residents identified as White, 20% as Black or African American, 11% as Hispanic or Latinx, 3.9% as Multiracial, 3.3% as Asian, 1% as American Indian, 0.4% as some other race, and 0.1% as Pacific Islander.
- The fastest-growing racial/ethnic group in North Carolina was the population identifying as some other race (207%), followed by Multiracial (161%), Asian (65%), Hispanic (40%), Pacific Islander (33%), Black (4.3%), and White (1.4%). The number of identifying as American Indian alone decreased by 7%.
- Virtually all growth in North Carolina's population from 2010-2020 was in the adult (voting-age) population. The child population grew by 2,654 individuals or 0.12% over the decade.

US Census Facts

- The Asian American population is now the fastest-growing racial or ethnic group in the U.S.
- 46.8 million people in the U.S. identified their race as Black, either alone or as part of a multiracial or ethnic background. That is up from 36.2 million in 2000. Data also shows that “the South was the region with the highest share of the country’s Black population, with 56% of this population living there.”
- the U.S. population increased by 18.9 million, and Hispanics accounted for more than half (52%) of this growth. In 2019, the number of Hispanics reached a record 60.6 million, making up 18% of the U.S. population. This is up from 50.7 million in 2010, when Hispanics were 16% of the population.
GOVERNANCE COMMITTEE: November 10, 2021
DISCUSSION ITEM: 2021 Year in Review

BACKGROUND:
Reflecting on the past year, some of the highlights from the Governance Committee include:

- Updating and approving the Governance committee charter
- Established the first ever Board Buddy program
- Revised and conducted new board member orientation
- Created new connections and outreach for NCECF
- Developed priorities for board member recruitment
- Successfully recruiting two new board members

DISCUSSION:
- Brainstorm ideas on areas for the Committee to explore in 2022 (e.g. conduct a Board performance/health self-assessment, inclusive recruitment strategies, update board member orientation, etc.)
The North Carolina Early Childhood Foundation (NCECF)
Governance, Nominating & Human Resources Committee Charter

I. Purpose

The Governance, Nominating and Human Resources Committee is a standing committee of the Board of Directors. The Committee’s purpose is to evaluate the chief executive, oversee Board composition and membership, and provide recommendations on personnel policies.

II. Members

The Governance, Nominating and Human Resources Committee shall consist of members of the Board. Committee Chair and members shall be appointed annually by the Chair of the Board of Directors. The term for the Chair and Vice-Chair of the Governance, Nominating and Human Resources Committee is two years. The Chair of the Board of Directors shall serve as an ex-officio member of the Committee.

III. Operations

The Governance, Nominating and Human Resources Committee shall meet two times per year or as often as needed. Each regular meeting will focus on at least one of the responsibilities listed below. Minutes shall be maintained and a report of proceedings and actions shall be presented at the next meeting of the Board. Committee members will receive minutes from each meeting. Meetings will be governed by the same rules regarding meeting requirements that apply to the Board.

IV. Responsibilities

The Governance, Nominating and Human Resources Committee shall consult with staff to provide oversight and to make recommendations to the Board relating to chief executive performance, Board composition and membership and personnel policies of the Corporation. Primary duties and responsibilities of the Committee are:

1. Establish programs/processes for Board or member development and growth.
2. Develop and conduct new Board member and Officer orientations.
3. Present recommendations for officers to the entire Board of Directors.
4. Recommend priority categories for board recruitment and present to the Board of Directors for agreement; establish a recruitment list in consultation with the Executive Director. Once priorities are agreed by the Board, the appropriate Board member or Executive Director will make the ask. Once prospective Board members agree to serve, the Board of Directors will confirm their appointment.
5. Conduct periodic evaluations of all strategic governance policies; Board processes; and Board committee structure, responsibilities, and composition; and make recommendations as needed to the Board.
7. Informed by the staff and the Board, the Committee will make recommendations to NCECF on personnel policies.
8. Regularly review and make changes to the charter of the Committee.

Adopted by the Board March 25, 2021.