North Carolina Early Childhood Foundation  
Executive Committee Meeting Agenda  
November 16, 2021, 10:30 – 11:30 AM  
Via Zoom; Meeting ID: 857 2604 7866

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.

<table>
<thead>
<tr>
<th>Time</th>
<th>Item</th>
<th>Speaker</th>
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<tbody>
<tr>
<td>10:30 AM</td>
<td>Welcome, Call to Order, and Establish Quorum – Action</td>
<td>Easter Maynard</td>
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<tr>
<td>10:35 AM</td>
<td>Approve Minutes from September 2, 2021 – Action Attachment A</td>
<td>Easter Maynard</td>
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<td>10:40 AM</td>
<td>Election of Officers – Discussion Attachment B</td>
<td>Easter Maynard</td>
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<td>10:50 AM</td>
<td>Election of Board Members with Expiring Terms – Discussion Attachment C</td>
<td>Easter Maynard</td>
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<td>11:10 AM</td>
<td>Review Board Meeting Agenda – Discussion Attachment D</td>
<td>Easter Maynard</td>
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Adjourn
North Carolina Early Childhood Foundation
Executive Committee Minutes
September 2, 2021, 10:30 am - 11:30 am

Members Present: Easter Maynard, Sheresa Blanchard, Peggy Carter, Patti Gillenwater, Munro Richardson, Banu Valladares, Tracey Greene Washington, Peggy Wang
Others in Attendance: Muffy Grant, Sumera Syed

Welcome, Call to Order and Establish Quorum
The Executive Committee of the Board of Directors (Board) of the North Carolina Early Childhood Foundation (NCECF) met on June 4, 2021. Easter Maynard called the meeting to order and a quorum was established.

Approve Previous Meeting’s Minutes
A motion to approve the minutes as written from the June 4, 2021 Committee meeting was made and seconded unanimously.

Chair and Vice-Chair
Muffy Grant gave an update about possible board members that she will approach to serve as chair of the board. She will provide a follow-up to the Committee after her scheduled meeting with potential board chairs in an email. If all potential board members decline to serve, there is a possibility for extending the term of the current chair and vice-chair.

The Committee reviewed the Executive Committee charters. Updates in the charter include:

- “elected for terms not to exceed two-year terms two consecutive two-year terms” to “elected for two consecutive two-year terms”
- Confirm if the responsibility: “Oversee and lead the selection of Board Officers” overlaps with the Governance Committee
  - *Update: The Governance Committee no longer “oversees and leads the selection of Board Officers” as listed in their updated committee charters approved on March 25, 2021. The Executive Committee will be responsible for: “oversee and lead the selection of Board Officers.”

Agenda for the Board Meeting
Muffy shared that Dr. Govan-Hunt will present on early care and education at the September board meeting. The Governance Committee are in talks with Margaret Annunziata and Kelli Ovies and will determine in the upcoming weeks if they are ready to present both candidates for a vote of approval to the full Board at the September meeting. The Racial Equity Committee will propose a larger conversation at the board level (with a facilitator) to grapple with questions (listed below) and for the staff to continue to move strategic priority areas of the work forward on the ground level, while providing updates to the committee and full board.

- What do we mean by racial equity and how far are we willing to go?
- How can we be an ally in this space? How do we show up?
- How do we build consensus and map out where we are headed?
- What is our responsibility as a board member to hold certain values?
- How do we have courageous conversations?

Adjournment
Having no further business, the meeting was adjourned at 11:30 am.
Minutes submitted by:

___________________________________
Banu Valladares, Secretary
BOARD OF DIRECTORS MEETING: November 16, 2021
ACTION ITEM: Election of New Board Officers

BACKGROUND:
According to the North Carolina Early Childhood Foundation’s bylaws, “There shall be five officers of the board, consisting of a chair, past chair, vice-chair, secretary, and treasurer who shall be elected for two consecutive two-year terms. Their duties are as follows:

I. **Chair of the Board.** The Chair of the Board shall preside at meetings of NCECF’s Board of Directors and the Executive Committee.

II. **Immediate Past Chair of the Board.** Upon completion of term as Chair, this person shall hold the office of immediate Past Chair. In absence of the Chair and Vice-Chair, it shall be the duty of the Past Chair to perform the duties and responsibilities of the Chair.

III. **Vice Chair of the Board.** The Vice Chair of the Board shall exercise the functions of the Chair in his or her absence. They also will serve as the Chair-Elect and become the Chair after a two-year period.

IV. **Secretary.** The Secretary shall be responsible for the keeping of minutes of all meetings of the Board of Directors and Executive Committee, and for the performance of all duties normally pertaining to the Office of Secretary.

V. **Treasurer.** The Treasurer shall be responsible for advising the Board of Directors and the Executive Committee on fiscal matters.

The terms for the current chair (Easter Maynard) and vice-chair (Patti Gillenwater) will end on December 31, 2021.

The Committee has confirmed interest with the following candidates:
- Patti Gillenwater – Board Chair (1/1/22 – 12/31/23)
- Rashidah Lopez-Morgan – Vice-Chair (1/1/22 – 12/31/23)
- Easter Maynard – Past Chair (1/1/22 – 12/31/23)

**ACTION:**
Approve the following slate of candidates to be elected as officers. If approved, present to the full board at the December meeting for a vote of approval.

Patti Gillenwater – Board Chair
Rashidah Lopez-Morgan – Vice-Chair
Easter Maynard – Past Chair
EXECUTIVE COMMITTEE: November 16, 2021
ACTION ITEM: Election of Board Members with Terms Expiring at the End of 2021

BACKGROUND:
The by-laws of the North Carolina Early Childhood Foundation state that all members of the Board of Directors (Board) shall serve three-year terms, but are eligible for re-election for up to three consecutive terms.

ISSUE:
There are two Board members that are up for renewal to serve their second term (until 12/31/2024):

- Eric Bracy
- Banu Valladares

RECOMMENDATION:
Approve the following Board members with expiring terms be re-elected at the December Board meeting:

1. Eric Bracy
2. Banu Valladares
North Carolina Early Childhood Foundation
Board Meeting Agenda
December 8, 2021, 2:30 – 3:30 PM

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[1:00-2:30........... Board Meeting Begins after Understanding Racism Workshop]

2:30 PM............. Welcome, Call to Order, and Establish Quorum – Action Easter Maynard

2:35 PM............. Approve Consent Agenda – Action Easter Maynard
Attachment A 2021 Executive Director’s Report
Attachment A1 2021 Board Meeting Minutes
Attachment A2 2021 Executive Committee Minutes
Attachment A3 2021 Governance Committee Minutes
Attachment A4 2021 Finance Committee Minutes
Attachment A5 2021 Racial Equity Committee Minutes
Attachment A6 2021 Philanthropy Committee Minutes

2:40 PM............. Executive Committee – Action Easter Maynard
Attachment B Approve Election of Officers
Attachment B1 Approve Election of Board Members with Expiring Terms

2:55 PM............. Finance Committee Peggy Wang
Attachment C October Financial Reports
Attachment C1 Approve Amendment to the Fiscal Policies and Procedures
Attachment C2 2022 Draft Budget Progress

3:10 PM .......... 2021 Year in Review Muffy Grant

3:25 PM .......... Honor Board Member for Service Muffy Grant

Adjourn