



Planning Committee Meeting

Time: October 24, 2020 09:30 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81731571071?pwd=cjRzTVU0MTIVRCtaeFlnSTk3eGt4Zz09>

Meeting ID: 817 3157 1071

Passcode: 684376

Present: Stephanie Sams, Rob Harrahill, June Thomas, Alison Hynd, George Hynd, Ashley Brooks & Trey Zimmerman

Minutes

1. Call to Order by Stephanie Sams at 9:40 a.m.

2. Adoption of Agenda - Motioned by Alison Hynd/ Seconded by George Hynd - Unanimously accepted.

3. Adoption of Minutes 9/12/20 – Motioned by Ashley Brooks / Seconded by Rob Harrahill – Unanimously accepted.

4. Action Items:
 - a. Addition of Planning Committee Members
 - i. Trey Zimmerman nominated for Planning Committee Membership Motioned by Ashley Brooks/Seconded by Rob Harrahill – Unanimously approved
 - ii. Pam Siegel nominated for Planning Committee Membership Motioned by George Hynd/Seconded by Rob Harrahill – Unanimously approved

 - b. Director Position Description motioned to be accepted as written by George Hynd/Seconded by Alison Hynd - Unanimously approved (Ashley Brooks abstaining)

5. Executive Session – discussion pertaining to contractual matters

6. Information Items:

a. Erskine Preopening Conditions – Subcommittees will be designated assigned checklist items as appropriate

b. Committee Formation - Subcommittees will commence meeting independently and subcommittee leaders will report committee progress at regular planning committee meetings

c. Marketing Update – Gates letterhead is ready and will be picked up this week

d. Finance Update – Application for 501 (c)(3) status has been filed

e. Facility Update – Several sites are still being evaluated

f. Fundraising Update – Discussion of potential fundraising ideas and potential donors

g. Administrative Update

- i. All receipts for monies spent need to be submitted to McKay Kiddy for reimbursement
- ii. Stephanie Sams & Trey Zimmerman will secure quotes for D&O insurance and select a plan as soon as possible. Motioned by Ashley Brooks/Seconded by Alison Hynd - Unanimously accepted.
- iii. Next Community Informational meeting will be held on November 10 at 6:00 pm.

7. Public Comments - No comments to be added

8. Adjourn at 12:19 pm. Motioned by George Hynd /Seconded by Ashley Brooks