

Date Scheduled: August 13, 2020

Meeting Title: Brotherhood of Excellence Academy Board of Directors Meeting

Location: ZOOM Platform Video Conference

Group Leader/ Facilitator: Chameeka Smith

Recorder: Tamala Anderson

Time Keeper: Chameeka Smith

Scheduled Time			Actual Time			Meeting Cost
<i>Start</i>	<i>Stop</i>	<i>Total Hrs.</i>	<i>Start</i>	<i>Stop</i>	<i>Total Hrs.</i>	
1900	2100	2hrs	1903	2013	1 hr 10 secs	\$0.00

Members to Attend	Role	Attended	
1. Chameeka Smith	Executive Director/ Founder	x	
2. Sharon Thomas	Chairman of the Board	x	
3. Zonja Glover	Founding Board Member	Removed from Board as of Aug 13, 2020	
4. Tanesha Cameron-Cole	Founding Board Member/ Newly appointed Treasurer	x	
5. Tamala Anderson	Secretary	x	

Delegated Task	Person Responsible
1. Email removal letter to Zonja Glover	Tamala Anderson
2.	

Meeting Notes

The meeting was called to order by Sharon Thomas, Chairman of the Board.

Prayer: Sharon Thomas

Mission: Every male will discover and fulfill their authentic destiny.

Chameeka Smith, Executive Director/Founder, briefly covers BEA's vision, mission and core values (JUICEAS).

Proposal for Bylaw Addendum

It states: We believe that an individual's gender is based on their original birth certificate and/or gender assignment at time of birth. The Brotherhood of Excellence Academy is a faith-based organization that operates on biblical principles. These biblical principles, as outlined in our bylaws, will be followed and enforced when hiring all employees and volunteers associated with the corporation. When areas of gender are in question, the corporation will comply with the outlined bylaws and scripture references associated within the approved bylaws. This addendum can not be changed for any reason.

The motion was made by Tanesha Cameron-Cole, Founding Board Member/Newly Appointed Treasurer. Question by Tanesha Cameron-Cole: "Is it anticipated that the employees are all male too? An all male staff?" Chameeka Smith, Executive Director, answered, "No, we hire females as well." * Tanesha brings up the need to view future nondiscriminatory hiring practices.* A motion was made to vote on the approval of the proposal made by Sharon Thomas, Chairman of the Board. Tamala Anderson seconded the motion. The motion was unanimously approved.

A motion was made to approve the April 9, 2020 Minutes and May 21, 2020 Special Meeting by Tamala Anderson, Secretary. The motion was seconded by Tanesha Cameron-Cole, Founding Board Member/Newly Appointed Treasurer. There were no questions from the board. A motion was made to vote on the approval of minutes made by Chameeka Smith, Executive Director. Sharon Thomas seconded the motion. The Board unanimously approved April 9, 2020 minutes and May 21, 2020 Special Meeting.

Proposal for the removal of Zonja Glover, Founding Board Member and appoint Tanesha Cameron-Cole as Treasurer.

The motion was made by Tamala Anderson, Secretary, for the removal of Zonja Glover as a voting member of the founding board as of August 13, 2020 due to consecutive absences followed by the appointment of Tanesha Cameron-Cole as Treasurer. Question by Tanesha Cameron-Cole: "Have we reached out to Ms. Glover?" Chameeka Smith, Executive Director, answered, we have, yet she has not responded. A letter was drafted, which specifically says that we celebrate and thank her for being on the Founding Board; however, it clearly states the end of her term as a voting member of the founding board as of August 13, 2020 due to consecutive absences. It will be emailed after the August 13th Board meeting. Tanesha seconds the motion and the board unanimously approves the motion.

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Cameron-Cole is the duly appointed Treasurer of the Founding Board of the Brotherhood of Excellence Academy as of 13 Aug 2020.

FINANCIAL UPDATE:

From this point, Chameeka directs the meeting beginning with the financial report. As of 31 July 2020, BEA has \$2373.59 in its bank account. **On March 16, 2020, \$63.79 was mistakenly donated to BEA through Givelify, which was returned.**

Tanesha made a motion to dismiss Robert's Rules of Order and Sharon seconds. The board is in agreement to dismiss Robert's Rule for the remainder of the meeting.

Chameeka shares BEA YEAR 01:

- Calendar of events
- Thank cards to Nash County Public Schools
- Signages / Name tags
- Materials & supplies for students individually boxed for COVID 19

Question/Comment: None

Detailed Needs List:

- Curriculum
- Laptops for every student

Questions/Comment: Tamala asked, How does someone give specifically to our needs list? Tanesha responds, That restricted donations will be honored and earmarked based on specific donor requests as well as future services as a part of ethically spending practices. Chameeka noted that Givelify will organize a donor's funds according to category.

Social Media Marketing/ Brand Awareness:

- Shares new video clip advertisement posted on social media platform (Facebook and Twitter) of our Saturday Enrichment Program

Question/Comment: None

OnePay:

- Payroll management system
- \$40.00/monthly per employee

Question/Comment: None

Tanesha notes that the cost of the service is a good price. She also asked, does OnePay provide Quarterly 941 Tax Filing?

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Revised Year 01 Saturday Enrichment Program:

- Due to COVID19 we are not providing transportation or offering field trips at this time

Questions/Comments:

Summer Camp Schedule:

- Tuesday, Wednesday and Thursday 9am - 2 pm
- Session 1 June 22-24 and June 29 -July 1, 2021
- Session 2 July 20-22, 27-29,2021

Questions/Comments: Needs list will come out in December.

100% Board Giving:

- Requested

Internship Posting:

- Looking for Resource Development Interns
- Social Media Managers

Questions/Comments: Tanesha mentioned that adding Handshake may be a viable option for advertising positions

BEA COVID 19 Policy and Procedures:

- Temperature check
- Masks required and sanitizer
- If sick while at program - Quarantine area provided
- Sign-in and Sign-out
- Social distancing required

Questions/Comments: Parents will need to sign off on this policy and add an additional note that there is cleaning staff and proper disinfection before and after BEA's program.

NEXT STEPS:

- Development of Streams of Funds plan (committee)
- Fundraising
- Board Member Recruitment
- Grant writing opportunities
- Spread the word about BEA through www.brotherhoodofexcellenceacademy.org

Dates:

Saturday Enrichment 6th-8th grades - Rocky Mount

- Fall 2020 - Fall 2025

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Summer Camps

- Fall 2021 -Fall 2026

Afterschool Programming

- Fall 2023 -Fall 2027

9th Grade Academy:

- Fall 2025

- **Questions/Comments:** Tanesha mentioned “Giving Tuesday” as a possible fundraising option to be shared on our individual social media platforms. Students could share as well during Saturday Enrichment.

Proposed New Meeting Date:

- December 17, 2020 @ 7PM

Next Meetings *Note BEA’s Fiscal Year is July 1st.		
Year	Day	Topic
2020	December 17 changed from Dec 10	Outline of Board meeting for 2023; Academic Calendar
2021	March 11	Approval Of 990 N form, NC State Financial Report
	June 10	Annual Meeting/Budget/Election of Officers
	September 9	Conflict of Interest Signatures
	December 9	Academic Calendar
2022	March 10	Approval Of 990 N form, NC State Financial Report
	June 16	Annual Meeting/Budget/Election of Officers
	September 8	Conflict of Interest Signatures
	December 8	Academic Calendar

Closing prayer: Sharon Thomas, Board Chair

Chameeka adjourns the meeting at 2013 or 8:13PM.

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