

Meeting Minutes

Call to order

A meeting of Brotherhood of Excellence Academy on 10 March 2022 was held

virtually via Zoom/ <https://us02web.zoom.us/j/81724559509/>

Meeting ID: 817 2455 9509 at 1905 or 7:05 pm EST.

Attendees included: Sharon Thomas (Board Chairperson- Founding Board Member) o Tamala Anderson (Secretary- Founding Board Member) o Tanesha Cameron-Cole (Treasurer - Founding Board Member) o Dr. Chameeka N. Smith (Executive Director/Founder).

Motions of Approval

1. Minutes:

- a. A motion was made to approve the December 16, 2021 minutes- Needed board quorum for approval by Tamala Anderson, Secretary. The motion was seconded by Tanesha Cameron-Cole (Treasurer). There were no questions from the board.

2. Financial Report:

- a. Update by Dr. Chameeka N. Smith (Executive Director/Founder): Annual approval of 990 N form completed.
- b. A motion was made by Tanesha Cameron-Cole (Treasurer) to approve the Annual Charitable Solicitation License Form completed for Fiscal year December 2021. Major expenses include occupancy and donation site transaction fees (Givelfy and PayPal).The motion was seconded by Tamala Anderson (Board Secretary). The Board unanimously approved the Annual Charitable Solicitation License Form
- c. A motion was made to approve the Current Finances as of February 28, 2022 by Tanesha Cameron-Cole (Treasurer). The motion was seconded by Sharon Thomas (Board Chairperson). There were no questions from the board. The Board unanimously approved the Current Finances as of February 28, 2022.
 - i. Unrestricted: \$1428.46
 - ii. Restricted:\$126.47

iii. Total: \$1554.93

3. Board of Director Meetings 2022:

a. Sharon Thomas (Board Chairperson) announced the following Board of Directors meeting dates for 2022 :

- i. March 10, 2022
- ii. June 10, 2022
- iii. September 8, 2022
- iv. December 8, 2022

Dismissal of Robert's Rules of Order The Board unanimously approved the motion to dismiss Robert's Rules of Order made by Sharon Thomas (Board Chairperson). It was seconded by Tanesha Cameron-Cole (Treasurer). There were no questions from the board.

Accomplishments/Year Goals: February 2021- December 2022

- Website engagement (landing page added)
- Board Recruitment (3-5 members)
- Quarterly Board Meetings (see above dates)
- Prospective Report - 2022
- Social media postings and Weekly broadcast Ongoing
- List of Community Events - April 2022
- Job descriptions
 - Teacher
 - Social Media Manager
 - Development Specialist
- Student Handbook - February 2022
- Summer Camp - Curriculum Plan
- Planning - 1st Breaking the School to Prison Pipeline Conference
- Grant Writing - Ongoing
- Fundraising - Ongoing
- Sponsorship List/Letter ~ Spring/Summer 2022
- Speaker Bureau - List of Opportunities - Year 2022
- Saturday Enrichment - Fall 2022
- Summer Camp - Summer 2022
- Hire Teacher/Developmental Specialist

Next Steps

- o Recruiting Interviews
- o Development of Streams of Funds Plans (Committee)
- o Fundraising

- o Board Member Recruitment
- o Grant Writing opportunity
- o Treasurer's name on bank account
- o Teaching Boys and Raising Sons Broadcast
- o Spread the Word (<https://www.brotherhoodofexcellenceacademy.org/>) - Members are requested to like, share, follow BEA's various platforms.

Next Meetings for 2022

1. **June 16, 2022**- Annual Approval of Budget and Voting/Election of Officers
2. **September 8, 2022**- Annual Conflict of Interest Signatures
3. **December 8, 2022**- Outline of board meetings for 2025

Meetings for 2023

1. **March 9, 2023** - Annual approval of 990 form and NC State Financial Report for charitable solicitation license
2. **June 15, 2023** - Annual Approval of Budget and Voting/Election of Officers
3. **September 7, 2023** - Annual Conflict of Interest Signatures
4. **December 14, 2023**- Outline of board meetings for 2026

- Sharon Thomas closes the meeting in prayer.
- Chameeka Smith adjourns at 1937 or 7:37pm EST

Secretary	

Date of approval	