

DRAFT MINUTES

Achievement First (AF) Brooklyn Executive Committee Meeting

Tuesday, March 4, 2024 12:30-1:30 pm

Zoom link: <https://achievementfirst.zoom.us/j/83428479627>

I. Call to Order

Ms. Coquillette called the meeting to order at 12:32.

Attendees:

AF Brooklyn Trustees: Romy Coquillette, Chris Lynch, and Akeem Frett

AF Staff: Shannon Miller

II. Public Comment

There were no members of the public present

III. Committee Business

A. Board Recruitment

Ms. Coquillette highlighted the need for ongoing board recruitment. The group discussed ways to recruit new members. Mr. Frett and Mr. Lynch agreed that it is not necessary to hire a firm for recruitment if personal networks have not been exhausted. The group decided to ask current board members to provide names of potential candidates at the next meeting. Ms. Coquillette suggested creating a one-pager about AF and the board to be emailed to the group, encouraging board members to try to get potential candidates to the executive committee. Ms. Coquillette also suggested reaching out to Achievement First to find more alumni who may be interested in board membership.

B. AF Brooklyn Retreat

Ms. Coquillette discussed the need to start planning the retreat and encouraged participants to share their thoughts and ideas. Mr. Lynch suggested starting the retreat by discussing what has worked and what hasn't worked in previous meetings. Ms. Coquillette proposed conducting a survey to gather feedback and suggestions from board members before the retreat.

C. Review of agenda for AF Brooklyn Board of Trustees Meeting on April 2, 2024

The group reviewed the agenda for the upcoming board meeting. Mr. Lynch asked about the alumni discussion and provided alternative options in case an alumni is not available. The group shared their vision for what the strategic update and the finance report should contain in this meeting which is in advance of the budget approval at the final meeting. Ms. Coquilletta asked about the status of the dashboard and reiterated the need for a tool to monitor progress. She suggested re-engaging on goals and ideas for the dashboard and mentions that it is meant to be a simplifying system.

IV. Adjourn