



## Clarksdale Collegiate Board of Directors February 2018 Meeting Minutes

**Date/Time:** February 12, 2018 • 5:30 – 7:00 pm

**Location:** 1012 W 2<sup>nd</sup> Street, Clarksdale, MS 38614

**Directors Present:** Aurelia Jones-Taylor, Billy Crews, Chuck Rutledge, Soenda Howell, Mary Williams, Zedric Clayton, and Harland Webster

**Directors Absent:** Barbara Logan Smith and Clifton Johnson

**Staff Present:** Amanda Johnson

### Minutes

#### I. Call to Order

- a. A. Jones-Taylor called the meeting to order at 5:35 pm.
- b. C. Rutledge moved to adopt the agenda as presented; M. Williams seconded. A. Jones-Taylor called for a vote which resulted in unanimous approval.

#### II. Approval of Minutes

- a. The minutes from the January 8, 2018 meeting were presented. No corrections were requested. B. Crews moved to approve the minutes; C. Rutledge seconded. A. Jones-Taylor called for a vote which resulted in unanimous approval.

#### III. Executive Director's Report

- a. A. Johnson gave the Executive Director's report and answered questions regarding the status of the metrics.
- b. C. Johnson moved to approve the Executive Director's report; Z. Clayton seconded. A Jones-Taylor called for a vote which resulted in unanimous approval.

#### IV. Finance Committee Report

- a. A. Johnson presented the January financial report and answered questions. The Board requested that the budget be revised to more accurately reflect our projected expenditures, that smaller line items are collapsed to see the major categories of spending, and to show the annual budget total instead of the year to date budget total.
- b. C. Rutledge moved that to approve the January Financial Report; M. Williams seconded. A Jones-Taylor called for a vote which resulted in unanimous approval.
- c. A. Johnson presented the Food Service RFP and discussed the timeline. M. Williams moved to approve the Food Service RFP contingent on any updates from the Office of Child Nutrition; Z. Clayton seconded. A Jones-Taylor called for a vote which resulted in unanimous approval.
- d. A. Johnson presented the Back Office Support RFP. C. Rutledge moved to approve the Back Office Support RFP; B. Crews seconded. A Jones-Taylor called for a vote which resulted in unanimous approval.
- e. A. Johnson presented the Transportation South contract and discussed the process. C. Rutledge moved to approve the contract contingent on confirming no bidding was needed for this specific contract; M. Williams seconded. A Jones-Taylor called for a vote which resulted in unanimous approval.
- f. A. Johnson gave a hiring update and presented an organizational chart for discussion. B. Crews moved to approve the organizational chart; M. Williams seconded. A Jones-Taylor called for a vote which resulted in unanimous approval.



**V. Facility Task Force Update**

- a. C. Rutledge gave a facility update for the board to consider and discuss. The board reviewed the lease for St. Paul's Church (1012 W. 2<sup>nd</sup> Street, Clarksdale, MS 38614). The Facility Task Force recommended that the Board approve the lease. C. Rutledge moved to approve the lease. The motion was seconded by H. Webster. A Jones-Taylor called for a vote which resulted in unanimous approval.

**VI. Board Next Steps & Meetings**

- a. The next regular meeting of the Board will be March 12, 2018 at 5:30 pm at 1012 W 2<sup>nd</sup> Street in Clarksdale.

**VII. Public Comment**

- a. No public comments were made.

**VIII. Adjournment**

- a. Z. Clayton moved to adjourn the meeting; C. Rutledge seconded. A. Jones-Taylor called for vote which resulted in unanimous approval.