



EDUCATE | ENGAGE | EMPOWER

Peter Paul
1708 N. 22nd Street, Richmond, VA 23223
November 23rd, 2021 at 8:00 a.m.

According to Peter Paul's Board by-laws, notice of the meeting was provided by Damon Jiggetts, Executive Director, in October 2021. Mary Doswell, Board Chair, presided over the meeting. A quorum was reached.

I. Opening Prayer/Welcome

The meeting commenced at 8:04 a.m. In attendance via Zoom were board members Missy Reynolds and Hillary Parkhouse.

In person were Jessica Brooks, Joy Brown, Tamika Daniel, Mary Doswell, Chad Eisele, Hal Greer, Scott Mayo, Charlotte McGee, Benita Miller, Chris Moore, and Tyrone Payton. Also in attendance were Peter Paul staff members Lamont Barnes, Sharon Burton, Carolyn Champion, Damon Jiggetts, Jamia Mason, Chimere Miles, Michelle Williams, Kim Young, and Sarah Young. Mary began the meeting and Damon gave the opening prayer.

II. Approval of Minutes and Board Business

Hal Greer moved to approve the September board meeting, Tyrone Paton seconded. All voted in favor, motion carried. Hal Greer and Mary Doswell reminded the board to think about recruitment for the upcoming year as four members are reaching the end of their tenure. Scott Mayo reviewed bylaws regarding the filling of seats mid-term. Board members with new member suggestions should contact Scott and/or Hal.

III. Financial and Audit Review- Tyrone Payton

Peter Paul is in a strong financial position. The annual audit wrapped up a few weeks ago, and there were no further recommendations from the auditors. There is currently more than \$3M in cash, and finance committee is taking the lead on exploring where to invest this surplus cash. Benita Miller moved to approve the FY21 audit, Scott Mayo seconded. All voted in favor, motion carried.

IV. Executive Director Report - Damon Jiggetts

• Program Updates

- i. Sharon Burton is serving as Interim Director of Education
- ii. Lamont Barnes is Peter Paul's new Operations Manager and is currently working on compiling a list of needs around short-term and longer-term capital improvements and projects.

- iii. The seniors will be having a Holiday Party on December 11th from 4pm-7pm. All board members are invited to volunteer and serve at this event; a sign-up form will be distributed via email after the meeting.
- iv. Peter Paul recently received the signed MOU from Richmond Public Schools. The summer promise payment is scheduled to arrive this week and Carolyn will begin submitting for fall reimbursements soon.
- v. The team is reviewing the current education model under our partnership with RPS. It has been challenging for Peter Paul's teachers to have less control over the education aspect of programming.
- vi. The Community Action Network is being evaluated for effectiveness. There will be more updates to come around the future of the CAN and next steps around advocacy.
- vii. There were 180 Thanksgiving boxes given out to the community prior to Thanksgiving from Peter Paul.
- viii. Our Christmas Angel program will once again follow a gift card model. Each family will receive \$100 gift cards for the holidays and the philanthropy team has begun soliciting donations.
- ix. There is consideration to bring mentors and tutors back to the Coleman Promise Center in January. A question was raised around how we are doing with volunteer retention/attrition due to COVID impacts. The philanthropy team will look at how to analyze this data and re-engage student volunteers. It was noted that other volunteer activities have continued, despite COVID, but the 1:1 student volunteers have been on pause.
- x. RPS is leaving it to the principals to decide whether volunteers can come back into the building. So far, only Fairfield Court Elementary has indicated they would allow volunteers.
- xi. Peter Paul is providing transportation to a select number of families who have requested support.
- xii. Peter Paul continues to provide enrichment and social-emotional learning support to students after-school.
- xiii. In the coming months, there will be more collaboration between Education and FCE team to provide family services at sites.
- xiv. Current after-school enrollment is at 91% of our goal.
- xv. Board/Staff educational series debrief.
 - Feedback was solicited around the last board education series, "Organizational Culture & Climate". Board and staff shared that it was a great opportunity to interface with each other and get excited about Peter Paul's work and mission. The group is looking forward to the next session on Power & Inclusion, which will likely go deeper into some tougher subjects. The group then split up by table to work on elevator pitches for Peter Paul.
 - There was group consensus around the statement: "Peter Paul is a community-based organization in the East End with a strong reputation of serving and supporting the community. We are intentional in meeting the stated and expressed needs of our community and students. We offer the wraparound services to families and community that have an impact on learning and an academic-based out of school time program to students. We do this with a passionate and diverse staff, adapting to the external

environment quickly and continual listening and learning from the community.”

V. Executive Session

The board adjourned to an executive session at 9:23a.m.

Next meeting:

Respectfully submitted: Michelle Williams

Secretary: _____
Hal Greer, Board Secretary