



Urban Affairs Coalition
A Home for Nonprofits Since 1969

Meeting of the Executive Committee

Wednesday, February 17, 2020

8:30AM to 10:00AM

Meeting Chair – James Mergiotti

Board of Directors' Goals

Fostering, through investment, the next generation of UAC leadership

Building a legacy, driving the first \$1M for the UAC Legacy Fund

Enhancing strategic partnerships through the business community

MINUTES TO BE APPROVED BY THE EXECUTIVE COMMITTEE ON MAY 5, 2021

Attendees: Dennis Allen; Paul Brauer; Monica Burch; John Clayton Jr.; Katherine Clupper; Tina D’Orazio-Gedgard; Guy Generals; Carolyn Green; Terri Lee-Taylor; Lorina Marshall-Blake; Sharmain Matlock-Turner; Joanne McFall; Jim Mergiotti, Board Chair; William Smith; **Additional Attendees:** Craig Blizzard; Rory Bonner; Bonnie Gruber; Karen Harvey; Brandon Johnson, Staff Lead; Ryan Jordan; Becky Leimkuhler; Julie Orts; Danielle Phillips; Arun Prabhakaran; Kevin Satterthwaite; Duane DJ Thornton; Jeff Turi

- I. Welcome
 - a. **J. Mergiotti** welcomed members.
- II. Review and Approval of October 21, 2020 Meeting Minutes
 - a. **L. Marshall-Blake** motioned to approve the October 21, 2020 Executive Committee Minutes. The motion was seconded by **J. McFall** and all approved.
- III. Compass Presentation
 - a. Written Report
 - b. **J. Mergiotti** introduced the Compass Consulting team to present to the Executive Committee.
 - c. **J. Turi** provided an overview of the collaborative work of Compass Consulting and UAC, and previewed the “midterm presentation” that they presented to the committee. He invited members of the Compass team to present findings and next steps for each of the three departments they are working with at UAC. See meeting handout for additional details.
 - d. **R. Bonner** presented the Human Resources section of the midterm presentation.
 - e. **C. Blizzard** presented the Marketing section of the midterm presentation.
 - f. **D. Phillips** presented the Program Services section of the midterm presentation.
 - g. The members, staff, and Compass team discussed the findings and next steps presented in the presentation. See meeting handout for additional details.
- IV. Governance Report
 - a. Written Report
 - b. **T. Lee Taylor** presented the Governance Report. She reviewed the work of the committee to-date and reviewed the onboarding process.
 - c. **J. Mergiotti** and **S. Matlock-Turner** reviewed the nomination of Tracey Brand-Sanders (UGI Corporation) to join the UAC Board of Directors.
 - d. **C. Green** motioned to approve the nomination of Tracey Brand-Sanders to the UAC Board of Directors. The motion was seconded by **J. McFall** and all approved.
- V. Audit / Finance Report
 - a. Written Report
 - b. **K. Clupper** presented the Audit Finance report. She provided an overview of the FY2021 Budget, UAC’s real estate opportunities, and the PPP Loan.

- c. **K. Satterthwaite** provided an update of the Audit. He provided an update on 4753 N. Board Street and 900 N Broad Street.
- d. **K. Clupper** led the members in a discussion about the topics for the next Audit/Finance Committee, and the-state-of city budgets and their potential impact on UAC's business.

VI. Board Buddies and Engagement

- a. **J. Mergiotti** provided an update on the Board Buddies initiative. He is completing individual outreach to current participants, and encouraged all Board members to reach out to him if they would like to participate.
- b. **J. Mergiotti** reported that all new board members have been assigned a Board Buddy, and he and the staff are working to standardize the process in connecting new members to a Board Buddy.
- c. **J. Mergiotti** shared that the Governance Committee will review the Board Buddy list at their next meeting in April.

VII. Advancement Presentation

- a. Written Report
- b. **D. Thornton** presented the Advancement Report. He provided an overview of UAC's advancement goals and shared current FY2021 advancement numbers. See meeting handout for additional details.

VIII. President's Report

- a. Written Report
- b. **S. Matlock-Turner** reviewed her key priorities including Cultural Transformation, Fundraising and Strategic Relationships, Key General Fund Changes, UAC Communications, and the UAC Client/Partner Relationship. See meeting handout for additional details.
- c. **S. Matlock-Turner** reviewed the new business numbers, her external board/committee/leadership work, and highlighted her recent speaking engagements. See meeting handout for additional details.

IX. Adjournment

- a. **C. Green** motioned to adjourn the meeting. The motion was seconded by **J. McFall** and all approved.
- b. **J. Mergiotti** adjourned the meeting at 10:00AM.