

Meeting Minutes | Mar 19, 2024 11:00 AM | Q3 | CS&S Board Meeting

Attendees:

Board Member Attendees:

- Kari Jordan, Board Chair
- Cormekki Whitley
- Jochai Ben-Avie, Finance Chair
- Shannon Dosemagen, G&P Chair
- Josh Greenberg, Board Advisor
- Elizabeth Eagen

Non-Board Member Attendees:

- Danielle Robinson, Executive Director
- Joe Hand, Senior Director of Operations
- Keith Chreston, CFO
- [Jennifer Emanuel](#), Admin

Apologies:

- Jonathan O. Cain, Vice Chair and Audit Chair
- Dr. Timnit Gebru

Minutes

Call to order and opening business

- Call to order 3:05 Called to order by Board Chair
- Move to approve agenda.
 - Finance Chair: Move to approve agenda
 - Second: Board Chair
- Move to approve minutes from last meeting
 - Finance Chair
 - Second: Board Chair
 - Unanimously approved

Finance Committee Report

- Management met with the finance committee last month.
- CFO presented a financial assessment, YTD revenues are better than budget and performance is excellent.

Governance & Personnel Committee Report

- CFO Search
 - CFO plans to retire later in FYE 2025
 - Management and board members discuss process of selecting a search firm to support recruitment of new CFO
 - Discussion of whether to amend the Audit Committee and Finance Committee charters to make it clear their role in hiring executive finance staff
 - Board agrees to review language to describe how Audit and Finance committee chairs participate in a CFO search
- Organizational Assessment
 - Board discussion of Organizational Assessment and Communications support.

Executive session started at 2:00 pm PT

Formal closing 2:40 PT by consensus

Minutes recorded by Jennifer Emanuel on March 19 2024