



**Executive Session of the Board of Directors Meeting  
Tuesday, September 19, 2023**

**MINUTES**

**Participants:** Glen Howard, Chair  
Scott Bess  
Michelle Gilliard  
Evelyn Lee  
Catherine Meloy  
Michael Myrie  
Alonso Person

The following staff members were also present: Chelsea Kirk, Colleen Paletta, Jeffrey Rostand, Elizabeth Rienzo, and Josh Wallish. Ms. Rienzo recorded the minutes of the meeting.

Mr. Howard called the meeting to order at 9:35 am.

Mr. Howard introduced and welcomed Michael Myrie and Alonso Person to the Goodwill Excel Center Board of Directors.

**Approval of Minutes**

Mr. Howard asked for any proposed corrections or other revisions to the minutes of the June 13, 202 Board meeting. There being none, upon motion duly made and seconded, the **Board unanimously approved the minutes.**

**Mission Moment**

Dr. Kirk provided the Mission Moment, highlighting the success of July 2023 graduate Michael Jeffery, the impact of the Excel Fund and the launch of the Pharmaceutical Tech pathway.

**Governance**

Mr. Wallish presented an amendment to the Goodwill Excel Center bylaws, which would allow that after the completion of three terms of service to the Board, Directors may be appointed to additional one-year terms. Upon motion duly made and seconded, the **Board unanimously approved the amendment.**

## **Financial Report**

Mr. Rostand presented the year-to-date 2023 unaudited financials, highlighting items of particular importance. Mr. Rostand then presented the year-to-date July, 2023 financials, highlighting several items of particular importance. Discussion followed with Mr. Rostand responding to questions.

Mr. Rostand presented to the Board a cash management strategy to provide adequate insurance coverage for cash maintained by GEC, as well as liquidity to meet ongoing needs. Extensive discussion followed with Mr. Rostand responding to questions.

Upon motion duly made and seconded, **the Board unanimously approved the following resolution:**

*Cash in excess of what GEC management reasonably determines is needed for near term operating expenses may be invested in a Multi-Bank Sweep Money Market Fund account and/or Treasury Bills.*

## **Excel Center Update**

Ms. Paletta and Dr. Kirk provided an update on school operations, focusing on the following:

- Preliminary SY2023 Year-end Goal Attainment
- SY2024 Staffing/Student Enrollment
- OSSE School Improvement Plan
- Accreditation Update
- GEC Staffing

Discussion followed with Ms. Paletta and Dr. Kirk responding to questions.

Ms. Paletta and Dr. Kirk also presented, for information only, an update on the efforts of Goodwill of Greater Washington to open an Excel Center in Prince George's County.

## **Public Comment**

No one from the public attended the meeting.

Mr. Howard adjourned the meeting at 10:47 am