

Development Committee Meeting Summary
June 10, 2025 | 6PM

- I. Opening/Call to Order at 6:07PM.
- II. Attendance & Quorum
 - A. Attendees: Keishia Niblack (KN), Tomika Jones (TJ)
 - B. Absences: Gavin Samms (GS), John Kenneth White
 - C. Quorum: A quorum is present.
- III. Announcements & Recognition – None.
- IV. Discussion Items
 - A. Update: Lance Lucas and Associates - No action taken.
 - B. Update: CoS Search/Interviews - Final selection is in progress.
 - C. Update: Office Space and Structure – No action taken.
- V. Public Forum - None.
- VI. Executive Session – None.
- VII. Action Items
 1. Past Action Items
 - a. The committee will revisit the cadence of the meetings once JKW becomes acclimated to the Board.
 - b. GS and JKW will meet to finalize a plan for engaging LLA and developing a clear strategy.
 - c. GS will follow up with headhunting firm to clarify the competitive nature of 20% fee, contract guarantees if the candidate leaves within a specified period and number of candidates for guaranteed selection.
 - d. Develop a clear statement outlining the expectations and responsibilities of a grant writer and provide the board with criteria to gather recommendations for suitable candidates.
 2. New Action Items
- VIII. Next Meeting – **August 12, 2025, 6PM // Board Retreat July 26, 8AM**
- IX. Adjournment at 6:13PM.