

## MINUTES

### Land of Sky P20 Council: Executive Committee

February 12, 2024: 11 AM-12 PM

#### **Present:**

Ivry Cheeks, Gene Loflin, Emily Martin, Emily Nicholson (Staff), Tracy Parkinson, Melissa Zenz (Staff)

#### **Minutes:**

- Mrs. Nicholson welcomed attendees to the meeting and led introductions. She shared a brief history of the Land of Sky Educational Attainment and Workforce Collaborative's Steering Committee, including the transition to the Land of Sky P20 Council, the creation of bylaws, and the development of the P20 Council Executive Committee.
- Next, Mrs. Nicholson stated the purpose of discussing officer roles and the Executive Committee's duties. She asked Dr. Loflin to provide additional context. Dr. Loflin gave additional details about the history of the organization's focus and the reasoning behind those focus areas. Mrs. Nicholson explained the connection to myFutureNC's 2030 goals. She asked whether anyone had any questions about the history that was just shared. There were none.
- Mrs. Nicholson shared her screen with the agenda. She referenced the link to the bylaws and the specific duties for the Executive Committee members. Mrs. Nicholson recounted examples of the good working relationship she had with the prior Executive Committee Chair, Greg Lowe, and also with the prior Vice Chair.
- Dr. Cheeks voiced a willingness to help in any capacity necessary, and Mrs. Nicholson thanked her for her ongoing support.
- Mrs. Nicholson began sharing on her screen the first page in the bylaws that described the officers and their duties. She began with the Treasurer role and asked whether that seemed like a good fit for anyone's skills, interests, and background. Ms. Martin said it was not a good fit for her. Mrs. Nicholson asked Dr. Loflin whether he had any preferences for serving in a particular role. Ms. Martin expressed an interest in 2nd Vice Chair. Mrs. Nicholson replied that there weren't enough people interested to warrant having a 2nd Vice Chair, and she asked Ms. Martin whether she would be willing to serve as 1st Vice Chair. Ms. Martin said she would.
- Dr. Parkinson voiced a preference for Mrs. Nicholson to tell attendees what she needed from them, and they would be willing to do that. Mrs. Nicholson informed attendees that P20 staff would be growing soon with the addition of a part-time administrative assistant, and she assured them they would have plenty of support.

- Dr. Cheeks asked how long the terms would be, and she pointed out that the bylaws state terms are one year long. Mrs. Nicholson responded that it makes sense for the duration to last through the terms of the delegates, which will be through mid-2025. She said that this committee could recommend bylaw changes.
- Dr. Loflin expressed a need to look at the Council's membership to identify gaps in represented sectors, particularly in employers. Mrs. Nicholson agreed and indicated that would be a topic for discussion for the Executive Committee.
- Mrs. Nicholson asked Dr. Loflin whether he would be willing to serve as Chair, especially considering his extensive history with P20. He replied he would be willing to accept that position if no one objected. Dr. Parkinson expressed his approval.
- Mrs. Nicholson moved on to asking for a volunteer to serve in the Secretary role. She reminded attendees they would have plenty of admin support in that role. Dr. Parkinson said he would be willing to serve as Treasurer, and Dr. Cheeks said she would serve as Secretary.
- Mrs. Nicholson gave Dr. Parkinson a brief overview of P20's financial situation and shared about how she had worked with the prior Treasurer.
- Mrs. Nicholson said the prior Executive Committee had met on a monthly basis and this group could keep that schedule. She indicated the meetings could be in-person, virtual, or hybrid, as the group needs and prefers. She asked for everyone's preferences. Dr. Loflin recommended monthly virtual meetings with occasional longer work sessions that could be in-person. Dr. Parkinson seconded. Ms. Martin and Dr. Cheeks also agreed. Dr. Loflin offered to arrange in-person meeting space at A-B Tech if needed.
- Mrs. Nicholson began a discussion about scheduling logistics. Dr. Parkinson, Dr. Loflin, Ms. Martin, and Dr. Cheeks all indicated that the second Monday at 11 would work for them, especially if scheduled out far enough in advance. Mrs. Nicholson asked Ms. Zenz whether it would work for her, and Ms. Zenz said it would.
- Mrs. Nicholson asked whether anyone had any recommended changes in the bylaws besides Dr. Cheeks' suggestion for changing the length of terms for officers to align with the terms for delegates. There were none.
- Mrs. Nicholson then said that the team could use the remaining time to discuss any thoughts or agenda additions for next Friday's quarterly P20 Council meeting. She informed them of the agenda for the meeting. Dr. Loflin asked whether all of the action teams will have had their first meetings by then, and Mrs. Nicholson said that they will. Dr. Loflin asked whether the action teams would be updating the Council, and Mrs. Nicholson said they would.
- Dr. Loflin asked whether there were any updates on the region's counties' progress toward the organization's goals, and Mrs. Nicholson said new reports from myFutureNC were expected to be released soon. She will ask the regional representative for myFutureNC for an update and will also be attending a statewide event by myFutureNC later this week at Blue Ridge Community College.
- Dr. Lofline asked whether Mrs. Nicholson would be providing an update on staff activities at the meeting, and she said that she will. Mrs. Nicholson gave additional details about the upcoming myFutureNC meeting.

- Dr. Loflin asked whether all Council members had been assigned to committees, and Mrs. Nicholson replied that they had. They discussed potential gaps in representation from industry sectors and identified a need for members from all of their priority industries, including the construction and IT industries.
- Mrs. Nicholson said she will send the team the draft agenda for next week's full Council meeting.
- Mrs. Nicholson began sharing on her screen the overview document for the action teams. She explained how Council members had been assigned to the committees.
- Mrs. Nicholson asked whether there were any questions. Dr. Loflin asked whether there was any pending business from the last quarterly meeting, which he had not been able to attend. Mrs. Nicholson gave a brief update about the video that is in-progress of the first group of Student Ambassadors. She summarized the last meeting and the Student Ambassadors' involvement. She reminded attendees that P20 is recruiting for the next group of Student Ambassadors, and she highlighted key points of the program. She asked attendees to help spread the word. Dr. Loflin asked what patterns there were in the applications received so far, and Ms. Zenz gave an update. Ms. Zenz and Mrs. Nicholson shared that the regional rep for CFNC will also be promoting the program in her newsletter later this week. Dr. Loflin recommended staff target outreach about the program to areas (education levels, counties, etc.) that are underrepresented. Dr. Parkinson suggested social posts, and Ms. Zenz let the group know staff had already posted about the program and will be doing so again soon. She reminded attendees to follow P20 on social media so they could share relevant posts with their networks.
- Mrs. Nicholson informed the group that will send out notes from the meeting, the draft agenda for the full Council meeting, and the upcoming meeting dates. She thanked everyone for attending, and she adjourned the meeting.

**Next Meeting Date:** April 8, 2024 from 11 AM - 12 PM