

READ FOUNDATION

Memphis School of Excellence

Board of Directors

Regular Board Meeting

Date :2024 December 14, Saturday
Time :12:00 PM
Location :Read Foundation Central Office, 8364 Macon Rd, Cordova, TN 38018

Join Zoom Meeting: (Same for all meetings)

<https://zoom.us/j/5931511364?pwd=SEVCQ25wZ3lRSEVTTFlbXd6TnY1Zz09>

Meeting ID: 593 151 1364 Passcode: 2nBXKX

Public Comments may be submitted to info@readfoundationus.org 24 hours before the meeting date.

AGENDA

1. Welcome and call to order.
2. Special Recognition of the Mendenhall Drama Club
3. Attendance and quorum
4. Public Comments
5. Director's report
6. Approval of the previous meeting minutes (July 13th, 2024)
 - A. Previously approved items via email
 - B. The AFR
 - C. Resolution for expansion amendment previously voted on and approved via email.
7. Approval of the policy updates and changes
 - A. CARE (Alumni) program
 - B. RF Student Clubs, Activities, and Organizations policy

- C. RF Student Enrollment and Lottery Policy updates
 - D. Internal Control manual updates
 - E. Investment Policy updates
 - F. Travel and Expense Reimbursement Policy
 - G. Records Request Policy and Form
 - H. Redaction of Confidential Information from Public Records Policy
 - I. Duties of Board Members. Officers, and New Member Orientation
8. Approval of awarding of purchases and contracts
 - A. Amergis service agreement
 - B. Educate Now Partnership Agreement
 - C. Authorizing the Executive Director to sign TFA agreement
 - D. Updated health insurance service agreement
 - E. Relay Service agreement extension
 - F. Student recruitment flyer printing/mailing vendor
 9. Approval of the 2025 Board Meeting Calendar
 10. Approval of the one-time bonus
 11. Discussion of the financial audit reports and Form 990
 12. Discussion of the strategic plan progress
 13. Discussion of the Code of Ethics Policy completion
 14. Discussion of the Board Training completion
 15. Closing remarks and adjournment