

Attendees: Dr. Omotoke Olatoye, Dr. Adebimpe Diji, and Ms. Esther Vang

Absent: Ms. Sara White, Ms. Kim Johnson, and Ms. Angela Philips

- The meeting was called to order 1:55 pm

Motion to approve the minutes from the November 10, 2019 meeting after corrections were made:

- Motioned by Dr. D; seconded by Ms. Esther, motion carries.

Motion to move the Agenda for 12/08/19.

- Motioned by Ms. Esther; seconded by Dr. D; motion carried

Agenda:

1. Recruitment Outreach Logistics

- The “Y” has been confirmed for the 4th of January. Ms. Esther, Dr. D, and Dr. O will be in attendance.
- Ms. Esther will re-confirm if the “Y” is still available for the 11th of January. Confirmed to attend this date are Dr. O, Ms. Esther, and Ms. Sara.
- Flyers will be made and handed out to people going into the Y. Board members will position themselves in front of the “Y” if possible and, if not, in front of the Washington County Forest Lake library.
- **Refreshments-** Dr. O and Dr. D volunteered to bring snacks and refreshments for the outreach. They will include healthy protein bars, fruit snacks, small size candies, mints, suckers, and small-sized bottles.
- Dr. D will also donate small plastic containers to store and display the small snacks.
- Dr. O is working on getting customized pens as souvenirs for all our outreach and marketing events.
- Attending board members will have in-house lunch breaks, and lunch (**subs**) will be ordered and delivered to the outreach site. Dr. O volunteered to provide lunch for board members.
- At the outreach, translated (Hmong, Somali, and Spanish) letters will be available for our non-English speakers in the community.

Motion to approve recruitment logistics was moved by Ms. Esther and seconded by Dr. D

2. Recruitment Strategy

- Dr. O is still working on getting approval to host an outreach event at the Fridley Public School Community Center. She will keep the board informed on that possibility as soon we obtain the requested documents.
- We need to target communities with a large population of Hmong, Somali, and Spanish-speaking people for outreach purposes.

- Ms. Esther suggested we place our flyers on different community center bulletin boards.
- Dr. O reiterated the need for a diverse student population, and Dr. D suggested we target other potential parents at the Mosque after a Sunday service. We discussed going to Brooklyn Park/Center.

3. Location and Review of Next Meeting

- We discussed the possibility of having our January board meeting at the “Y” or the Washington County Forest Lake library. Otherwise, we will hold our meeting at our regular venue.
- Ms. Esther will work on scheduling an additional date at the Washington County Forest Lake library for a “table event” as part of our marketing and recruitment effort.

4. Update on Executive Director Position

- Dr. D and Ms. Sara have started working on the executive director job description. Openings will be posted on Indeed and Edpost very soon.

5. Other Items Arising

- Dr. O is in contact with Mr. Ken (realtor) about our continued interest in the Forest Lake school location.
- Mr. Ken will communicate our intentions to the Leasing agent (Julie) and the owner, Judy.

- Motion to adjourn the meeting was moved by Dr. D and seconded by Ms. Esther
- The meeting was adjourned at 3:20 pm