

CMAH

Board Meeting

July 2019 MINUTES

6:00PM-8:00PM

Meeting location:

*Centennial Office Building
Lady Slipper Conference
Room*

Meeting called by:

Amran Farah

Type of meeting: Board Meeting

Facilitator: Amran Farah

Note taker: Shakira Bradshaw

Council Members:

- ✓ Atty. Amran Farah, Chair,
- ✓ Nerita Hughes, Vice Chair
- ✓ Mustafa Jumale, Secretary
- ✓ Fatima Tanni Lawson, Ph.D. Treasurer
Hukun Abdullahi
- ✓ Jude Nnadi
- ✓ Twauna Mullins
- ✓ Wayne Doe
Walter L. Smith
- Rep. Mohamud Noor (DFL)
- ✓ Sen. Jeff Hayden (DFL)

Staff Members:

- ✓ Justin Terrell, Executive Director
- ✓ Shakira Bradshaw, Office Manager

Community members present:

Joseph Waters, Kelsey Patricelli, Allie
Duellman, Naheeda Hirji-Wayi,
Inderia Falana and Camerone Bey



FY19 MEETING ATTENDANCE

| | JULY | AUG. | SEPT. | OCT. | NOV. | DEC. | JAN. | FEB. | MARCH | APRIL | MAY | JUNE |
|-------------|------|------|-------|------|------|------|------|------|-------|-------|-----|------|
| AMRAN | X | | | | | | | | | | | |
| FATIMA | X | | | | | | | | | | | |
| HUKUN | | | | | | | | | | | | |
| JUDE | X | | | | | | | | | | | |
| MUSTATFA | X | | | | | | | | | | | |
| NERITA | X | | | | | | | | | | | |
| TWAUNA | X | | | | | | | | | | | |
| WALTER | | | | | | | | | | | | |
| WAYNE | X | | | | | | | | | | | |
| SEN. HAYDEN | X | | | | | | | | | | | |
| REP. NOOR | | | | | | | | | | | | |



AGENDA TOPICS

APPROVAL OF MINUTES FROM JUNE

FINANCIAL REPORT

PUBLIC COMMENTS

OLD BUSINESS

IGBO FEST

NEW BUSINESS

ELECTIONS FOR EXECUTIVE COMMITTEE

FISCAL BUDGET

FY20 WORKPLAN

SPONSORSHIP REQUESTS AND PROCESS

SESSION DEBRIEF

CONTRACT FOR PHOTOGRAPHY

COUNCIL'S 40TH ANNIVERSARY

DIRECTOR'S REPORT

ANNOUNCEMENTS

Meeting Minutes: The meeting minutes from June were passed unanimously with the following edits. The sentence about Nerita's voting record will be deleted. A sentence will be added to the section about the Council's retreat, so the discussion about their strategic plan is included. The paragraph regarding the Council's sponsorships will be edited for clarity regarding Admin's rules for expenses and sponsorships that are over \$5,000. Finally, typos in the document will be fixed.

Financial Report: Admin has not yet provided staff with their full financial package. The Chair reached out to the director of Admin's SMART agency (Tracey) to see if she could send her the report. Tracey provided the Chair with copies of the Manager's Report for June and July. Staff was not aware that they could make such a request to get copies of the report, outside of when the full financial



package is normally sent. The Chair wanted staff to provide the Council with a breakdown of how the Council's unobligated funds were spent for the month of June. Staff could not provide that information because they weren't given the Council's full financial package from Admin. They also, weren't given enough notice to compile said information from the Council's purchase orders. The Council had \$5,325.27 left in unobligated funds from fiscal year 2019. Council member Lawson abstained from voting on tabling this financial discussion and all other members voted in favor. This discussion was tabled because the Chair was the only one with fiscal year 19's financial reports. The following agenda items were also tabled because of this, Fiscal budget, FY 20 Workplan and Sponsorship Requests and Process. Staff will give an in-depth presentation on the Council's finances during the Aug. meeting.

Public Comments: None, no members present wished to speak.

Old Business

Igbo Fest: There was a discussion on whether the Council could sponsor Igbo fest for their requested amount of \$5,000 which was approved at the Council's last meeting. The Council's budget for sponsorships for the current fiscal year is only \$10,000 and if the Council sponsored the event at the promised amount, half of this budget would be spent. Staff brought up that at the last meeting the Council was informed that Igbo Fest's sponsorship would not come out of last fiscal year's budget and would instead come out of the current year's budget. This is because there wasn't a fiscal year 2019 deadline for Igbo Fest to receive their sponsorship money. After a long discussion, the Council decided to stand by their original sponsorship request approval. The people representing Igbo Fest are expecting \$5,000 and have budgeted for their event with those funds in mind and the Council will honor that approval and not go back on their word.

New Business

Elections for Executive Committee: The Council held their annual elections for their Executive Committee. The votes were cast via a secret ballot and tallied by staff members. Council member Farah facilitated the elections because she did not seek reelection. The nominations for the following positions were as follows: Chair – Wayne Doe and Nerita Hughes, Vice-Chair – Wayne Doe and Jude Nnadi, Secretary – Mustafa Jumale and Treasurer Fatima Lawson. Council member Nnadi was nominated for the position of Treasurer but he declined the nomination. Council member Mullins is refused to accept her nomination for the position of treasurer because she works for Admin and feels that it would pose a conflict of interest. Nerita won the election for Chair with 6 of 8 votes and Wayne won the election for Vice-Chair with 6 of 8 votes. Council member Jumale agreed to continue his role as the Council's Secretary but he made the Council aware that he may be moving out of the state at the end of the summer. The Council took note that Council member Lawson's term is up in January. Lawson said that she is open to serving as Treasurer until another member is appointed.

Fiscal Budget: Tabled to next month's meeting because of a lack of financial reports.



FY20 Workplan: Tabled to next month's meeting because of a lack of financial reports.

Sponsorship Requests and Process: Tabled to next month's meeting because of a lack of financial reports.

Session Debrief Contract: The Council discussed another contract with their photographer from last year, Tamika Garscia. There was a discussion over whether the Council should use a different photographer going forward. The focus of this discussion was Tamika's hourly rate of \$300, possibly being too high and the Council wanting to open this opportunity to other members of our community. Staff brought up that while Tamika's hour rate is \$300, she does all the photo editing for free. Council member Lawson abstained from voting and the other members present voted to approve a single contract with her for the Council's Session Debrief event only. The sum of this new contract being \$600, since it is a 2-hour event and Tamika's hourly rate is \$300. The Council will revisit their discussion on a photography contract at a later meeting.

Council's 40th Anniversary: On July 1st 2020, the Council turns 40. While no action was taken on this today, the Chair would like members to start thinking about what the Council should do to celebrate this milestone.

Director's Report: Since the Council has a new Chair, the agenda for the Session Debrief event tomorrow will be updated to reflect this change. Council member Farah will introduce the Council's new Chair, member Hughes. Chair Hughes will then give the opening remarks for the event. 4 of the 6 members of the United Black Legislative Caucus will be in attendance. The Exec. Director asked Council members who will be attending the event to help, by staffing the swag table and to be the time keeper at the event. Staff will send out an email to confirm who will be in attendance for the Northern Lights Drill Competition, as they would like whoever attends to help with handing out the winning trophies.

Announcements: The Council's new Chair, member Hughes and the other members of the Council, would like to thank Council member Farah for her term as the Council's Chair. She did a great job in her role and they want to thank her for her service.