



**Five Keys Schools and Programs**  
*Education, Employment, Family, Recovery, and Community*

**Board of Directors Meeting Minutes**

**Thursday, August 27, 2020 – 3:30 PM**

Meeting held via teleconference

- |   |
|---|
| <b>Board Members</b><br>- Delia Ginorio<br>- Freya Horne<br>- Suzy Loftus<br>- Sunny Schwartz<br>- Tijanna Eaton<br>- Vicki Hennessy<br>- Paul Miyamoto<br><br><b>Staff Members</b><br>- Steve Good |
|---|

1. Call Home Office/Non-Profit Meeting to Order & Roll Call		Time																																								
The meeting was called to order by board chair Delia Ginorio.		3:40PM																																								
a. Roll Call / Attendance																																										
<table border="1"> <thead> <tr> <th>Member</th> <th>Present</th> <th>Absent</th> </tr> </thead> <tbody> <tr> <td>Delia Ginorio</td> <td align="center">✓</td> <td></td> </tr> <tr> <td>Freya Horne</td> <td align="center">✓</td> <td></td> </tr> <tr> <td>Sunny Schwartz</td> <td align="center">✓</td> <td></td> </tr> <tr> <td>Suzy Loftus*</td> <td></td> <td align="center">✓</td> </tr> <tr> <td>Tijanna Eaton</td> <td align="center">✓</td> <td></td> </tr> <tr> <td>Vicki Hennessy</td> <td align="center">✓</td> <td></td> </tr> <tr> <td>Paul Miyamoto</td> <td align="center">✓</td> <td></td> </tr> </tbody> </table> <p>Also in attendance: Steve Good (staff), Kelly Ellis (EdTec), and Jeff Thompson (EdTec)            All attendees present via teleconference</p> <p>*Suzy Loftus joined at 3:47 pm</p>		Member	Present	Absent	Delia Ginorio	✓		Freya Horne	✓		Sunny Schwartz	✓		Suzy Loftus*		✓	Tijanna Eaton	✓		Vicki Hennessy	✓		Paul Miyamoto	✓																		
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b. Approval of Agenda:																																										
Motion: Freya Horne Second: Tijanna Eaton Vote: 7-0																																										
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**c. Director's Report**

Steve Good, executive director, presented the Director's Report, which included the following:

- Salary adjustments totaling \$70 million for staff
- Updated staff number (790) and updated org chart
- Plan to hire Director of Financing and Budgeting
- Plan for diversity training, which will start at leadership level
- Updates to contracts, development, and communications

Please refer to the full Director's Report for additional details.

**2. Action Items**

Approval of staff salary increases

Motion: Freya Horne  
 Second: Paul Miyamoto  
 Vote: 7-0

Member	Yay	Nay	Abstain	Absent
Delia Ginorio	✓			
Freya Horne	✓			
Sunny Schwartz	✓			
Suzy Loftus	✓			
Tijanna Eaton	✓			
Vicki Hennessy	✓			
Paul Miyamoto	✓			

**3. Adjournment of Home Office/Non-Profit Meeting** **4:11 pm**

Motion to adjourn  
 Motion: Sunny Schwartz  
 Second: Delia Ginorio  
 Vote: 7-0

Member	Yay	Nay	Abstain	Absent
Delia Ginorio	✓			
Freya Horne	✓			
Sunny Schwartz	✓			
Suzy Loftus	✓			
Tijanna Eaton	✓			
Vicki Hennessy	✓			
Paul Miyamoto	✓			