

**Minutes of the Regular Meeting of the Board of Directors of
Poetic Justice Foundation
FEBRUARY 2021**

***Meeting took place over FaceTime due to COVID 19 Crisis**

Meeting Held through FaceTime due: Thursday, February 18, 2021

Board Members Present: Kellie Shaw, Margaret Carter, David Ferguson, Joe Bryan, Carrie Fuentes, Matt Mount and Huborth (Skip) Dailey

Board Members Absent: None

Faculty Present: Sandy Bacharach

Call to Order: The meeting was called to order at 6:19

Approval of Minutes:

- Kellie Shaw moved to enter January minutes into the public record. Joe seconded. The motion unanimously passed and the January minutes will be moved into the public record.

Conflict of Interest Policy

- As a consequence of the recent snow and ice storm, several board members have not been able to access this document.
- Because of this we will table the approval of the document until our next board meeting, March 18, 2021.
- Joe Bryan will resend the document to all of the board members, tonight.

Building Tenant Updates (Kellie Shaw and David Ferguson):

- Kee's Loaded Kitchen will not be moving into the PJF building.
- David Ferguson has reached out to another business owner [DB Dessert Company](#). They are very interested in moving into the building.

- DB Dessert Company has offered pay for the buildout of the space. This will save us a significant amount of money.
- Go Hard MMA Gym continues to be interested in moving into the building.
- Both potential tenants have requested a lease ASAP to guarantee their tenancy, so they can begin planning for their move into our building.
- April 15th is the target move-in date for DB Dessert Company and Go Hard MMA Gym.
- April 1st is Poetic Justice Foundation's move in date.

Management of Building (Kellie Shaw):

- PJF will need a building manager starting April 1st.
- Ferguson Consulting LLC is qualified to manage the building. They have the experience necessary, and a working understanding of legal requirements to create new leases. PJF also already has a prior relationship with this company.
- Day to day management of the upper space (PJF) will likely be different than maintaining working relationships with tenants, creating leases, meeting the needs of tenants. Sandy Bacharach may be able to assume some of these day to day managerial responsibilities, on a contract basis.
- Carrie Fuentes proposed that each of us, as board members, take a shift learning the basic skills necessary for the day to day functioning of the building.

Committee Discussions (David Ferguson and Break Out Groups)

- Due to technical difficulties, we changed plans for this break out session. Kellie and Sandy will meet and set up a separate text thread for the planning and fundraising committees. Each committee will continue this dialogue, with a deadline of one week to report back.
- Kellie created several questions to guide the conversation:

1. PJF Mission Statement: Our Mission is to create sustainable wealth for Black communities through education, outreach, and action.

2. How does your committee operate? Set up the ways you all want to approach your committee (e.g. function, roles, inter-committee meetings)

3. How does your committee fit into the PJF mission and work? How will your committee further the mission?

4. What are your committee goals? How do you plan to implement them and share back with the entire board?

Report Backs (All)

- Each committee will report back to the rest of the board in one week's time.
- **Meeting Adjournment:** Meeting was adjourned at 7:08

*** The March 2021 board meeting will take place on Thursday, March 18 at 6:00 PM**