



MINUTES

Commission Meeting December 13, 2017; 4:00 PM Cohn School Building Room 123

In attendance:

Commissioners:

Commission Chair: Laura Moore
Commissioner: Bernard Pickney
Commissioner: Karla Coleman Garcia
Commissioner: Ed Hantel
Commissioner: Gracie Kaul
Commissioner: Jennifer Douglas

Staff:

Mary Beth Harding, Executive Director
Imelda Alamilla, Program Coordinator
Lakeithea Anderson, Community Engagement Coordinator
Joshua Hill, Administrative Services Officer

Call to order:

4:08pm by LAURA MOORE.

Public Comments:

N/A

Un-Finished Business:

N/A

Announcements:

1. Spring Registration

- Spring 2018 Registration is open and the total number of registrations is close to 700! The catalog can be found online at nashville.gov/ce or at various locations around town.
- Mary Beth asked the Commission to spread the word about the NCE scholarship program. Currently 5 people have taken advantage of the program. To apply a person needs to submit a 250 word explanation (handwritten or typed) and some form of documentation showing financial hardship (W-2 or paperwork from a financial assistance program).
- Gift Certificates are available for purchase online! Certificates purchased online after Dec 14th will be emailed a pdf version of the gift certificates.

- The Spring 2018 session has over 140 classes at 4 locations. Cohn School, Nashville Farmers' Market, Wright Middle School, and the new location: Amqui Station in Madison.
- New class highlights for Spring 2018 are: Turning Your Passion into a Business Plan, Preventing Diabetes Program, cooking classes from a variety of cultures, and classes taught in Spanish.

Action Items:

1. Inglewood Elementary Location

- NCE is outgrowing its current location and is looking to make a strong partnership at a new location. East Nashville's population has grown and diversified in the past few years and we have received many requests for classes that are conveniently located for residents east of the river.
- We had partnered with Martha O'Bryan Center, and, while these classes were well attended, the actual location resulted in some tough logistics and uncertain future.
- Mary Beth recently met with the staff at Inglewood Elementary to discuss hosting classes in their building this fall, possibly even in Summer 2018. The principal and Community Achieves Manager were excited and supportive of holding classes and would like to move forward with the partnership.
- Our MOU with MNPS is effective until 2019 so all we need to do is add Inglewood Elementary into the agreement. Inglewood Elementary would provide us space and access to the building in the evenings. NCE would provide a site coordinator.

Motion to approve: Commissioner Bernard Pickney put forth a motion to approve and seconded by Commissioner Ed Hantel.

Approved unanimously

Discussion Items:

1. Budget Updates

- There are no major budget updates.

Vacation and Sick Accrual Update:

No announcements.

Motion to adjourn: Commissioner Bernard Pickney motion to adjourn. Seconded by Commissioner Laura Moore. The meeting was adjourned at 4:45pm.

**Next Meeting - Strategic Planning Retreat Feb 3rd, 2018
Cohn School
9:00am - Noon**