



October 18th 2017
Commission Meeting
Nashville Community Education
Main Office (Cohn School)

In attendance:

Commissioners:

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

Staff:

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

Call to order:

4:00pm by Commissioner Laura Moore.

Public Comments:

N/A

Announcements:

1. New Employee: Lakeithea Anderson
 - Lakeithea Anderson accepted the position of Community Engagement Coordinator and started Sept 25th. She has hit the ground running which is evidenced by NCE's increase social media activity.
2. New Commissioner: Gracie Kaul
 - Gracie Kaul accepted the position on the NCE Commission acting as a representative of MNPS.
3. LERN Conference
 - Mary Beth Harding will be attending the LERN Conference this year in Portland, Oregon. She will be speaking on a panel about industry best practices.
4. Spring Catalog

- Imelda is hard at work on the catalog for the Spring Session. The catalog should be approved for printing before Mary Beth leaves for the LERN Conference.

Action Items:

1. Executive Director Performance Evaluation
 - Metro Nashville's new employee review process has moved to a new quarterly review system. Commissioners are encouraged to write comments or reviews related to Mary Beth's performance on the provided form in their Commission binders. Mary Beth will collect these once a quarter.

Discussion Items:

1. East Nashville Location
 - With the uncertainty of a continued partnership with the Martha O'Bryan location NCE is currently looking into new locations to grow to in East Nashville. NCE is looking to start a new partnership with schools in the Stratford cluster. Commissioner Gracie Kaul has offered to assist with this process.
 - NCE has developed a new relationship with Amqui Station in Madison. Some of the possible classes that could be offered at this location are History of Trains, Spanish, and Mandolin.
 - Commissioner Ed Hantel offered a suggestion to reach out to the East Nashville churches and public schools to start a conversation about classes they think would benefit their local community.
2. Budget Update
 - NCE is currently well under budget in expenses and over budget in revenue.

Vacation and Sick Accrual Update:

No announcements.

Motion to adjourn: Commissioner Ed Hantel motion to adjourn. Seconded by Laura Moore. The meeting was adjourned at 4:36pm.

**Next meeting - December 13th 2017
Cohn School
4:00pm**