



Life Learning Academy Board of Directors Meeting  
Minutes  
August 25, 2022  
12:00PM  
651 8th Street, San Francisco, CA with Zoom Option

President Joanne Brown called the regular Board of Directors meeting to order at 12:17PM. The meeting was a combination of in person and Zoom. Those in attendance were:

**Present:** Will Mulcahy, Joanne Brown, Sheetal Bhaskarabhatla, Amy Kao, Sue Shalvey, Nate Farris, Randy Seriguchi, Denise Coleman and Patrick Brennan.

**Absent:** Keith Brock, Steve Carnevale and Nikki Brighthouse.

**Others Present:** Teri Delane, Craig Miller, Allyson Halpern, Kelly Baker, Selina Flores, Stephany Welch and June Wang, all from Life Learning Academy.

**Approval of the Agenda**

**MOTION:** Sheetal Bhaskarabhatla moved to approve the agenda for the meeting. Seconded and carried without dissent.

**Approval of the Minutes**

**MOTION:** Nate Farris moved to approve the minutes of the June 29, 2022 meeting. Seconded and carried without dissent.

**Approval of Handbooks: Student, Employee & Program Overview**

**MOTION:** Patrick Brennan moved to approve the three handbooks. Seconded and carried without dissent.

Action Item: Will Mulcahy requested a copy of the handbooks be sent to him.

## **CO-EXECUTIVE DIRECTORS REPORT**

Report: Co-ED Miller said it had been a positive start to the school year under the new organizational chart and overall enrollment is up to 43 students. The approach to Covid is shifting and the focus is on getting back to normal.

Co-ED Delane reported that the staff is getting to know the new students and that a third year student from the Wright Institute had been hired to provide counseling for some students where they will be working on managing stress. The dorm has 10 students with two more moving in after they are fully vaccinated.

Discussion: There was a discussion on enrollment numbers, enrollment barriers and where student referrals were coming from and what was a realistic capacity for the dorm. Also on how students are referred to work with the therapist and what the capacity was.

## **INTRODUCTION OF NEW STAFF**

New staff members Stephany Welch, Outreach Coordinator and Selina Flores, Health Program Coordinator and June Wang, Strategic Planning Consultant were introduced to the board.

Discussion: There was a discussion on the perception of LLA out in the community and if there had been any hurdles to recruitment.

## **ADVANCEMENT REPORT**

The board was provided an advancement report by Allyson Halpern prior to the meeting. Board member Sheetal Bhaskarabhatla reported on the 25th Anniversary events planned for the year. The first will be an alumni reunion with no fundraising goal with two more fundraisers being planned for later in the year.

Discussion: There was a discussion about board engagement and how they could support the upcoming fundraisers, and what type of events would be best suited to LLA.

## **EXECUTIVE COMMITTEE**

Board President Brown presented an Executive Committee charter for approval.

Discussion: There was a discussion on the committee's scope of authority, membership, specific charter edits, governance, how the executive committee would work with existing committee's and accountability.

Action: Nate Farris and Amy Kao will submit language/edits to Joanne Brown for final revisions to the Executive Committee Charter draft. The board did not vote on the EC committee charter.

### **TREASURE ISLAND NEW SCHOOL SITE LOCATION**

Co-ED Miller said that there were no new developments on securing a site for the new building. The LLA facility committee continues to work with TIDA to choose a final site for the new school building and dorm.

Discussion: There was a discussion on the timeline of securing the site and the development of the building, the changing culture with the development of the island and a possible pivot on the approach with TIDA on getting a final site.

### **STRATEGIC PLAN**

Strategic consultant June Wang reviewed the four goals and three phases of the strategic plan which will take place over a 10 year period. She also discussed the need for dedicated data collection for long term fundraising.

Discussion: There was discussion on the first year in phase one being overwhelming and about whether there was adequate staff. Also on why there were multiple phases over such a long time frame and whether the plan was realistic.

### **BOARD RETREAT**

President Brown reported that June Wang will facilitate the board retreat scheduled for October 15 at Life Learning.

Board Member Will Mulcahy moved that the meeting be adjourned at 1:46pm. Seconded and the meeting was adjourned.

I certify that I am the duly elected secretary of Life Learning Academy, a California nonprofit public benefit corporation; and that these minutes, consisting of 3 pages, are the minutes of the Board of Directors meeting held on August 25, 2022.

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Denise Coleman, Secretary LLA Board of Directors

