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*** * * MEETING MINUTES * * ***

Minutes of the September 8, 2026 Governance, Finance and Administration (GFA) and Program and Performance (P&P) Committees Co-Chairs' Meeting

Trustee	Attendance
Andi Blaylock, GFA Co-Chair	Zoom
Ronald Griffin, GFA Co-Chair	Zoom
Marcia Hayes-Harris, P&P Co-Chair	Zoom
Janice Thomas, P&P Co-Chair	Absent

Others Attending:
Cassandra Kaufman, Executive Director Serena Muhammad, Deputy Director

1. **Call to Order**
   The virtual meeting was called to order at 6:06 p.m. by GFA Co-Chair Andi Blaylock.

2. **Discussion of which Trustees each committee wishes to invite to serve**
   Executive Director Cassandra Kaufman shared an organizational chart developed for the Executive Committee with recommended committee assignments under the new two-committee structure. The recommendations were made based upon prior committee service/membership and expressed interest/expertise of trustees. The co-chairs briefly discussed the recommendations and determined they agreed.

   P&P Co-Chair Marcia Hayes-Harris asked Cassandra to invite trustees to serve on the P&P Committee on behalf of herself and Janice Thomas and to congratulate them on their nomination. GFA Co-Chairs Andi Blaylock and Ronald Griffin requested the same. Cassandra was asked to include potential dates/times for committee meetings in their respective invitations. A copy of each committee's charter would be included as an attachment. Since the prior Program Committee was already scheduled to meet five times in FY27, it was agreed that those dates and times would stand for the time being. Controller Susan Kabat had provided suggested meeting dates for GFA based on required board financial reporting and it was envisioned that GFA would meet four times over the course of the fiscal year.

   Deputy Director Serena Muhammad agreed to reach out to P&P Co-Chair Janice Thomas to check her availability for the existing Program Committee established dates and that she would copy the co-chairs.

3. **Adjournment**
   There being no further business before the committee, GFA Co-Chair Ronald Griffin moved to adjourn the meeting. The meeting adjourned at 6:21 p.m.