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*** MEETING MINUTES ***

Minutes of the February 23, 2026, Virtual Program Committee Meeting

Trustee	Web meeting
Rob Poirier, Chair	Zoom
Marcia Hayes-Harris	Zoom
Julia López	Absent

Others Attending:

Cassandra Kaufman, Executive Director
 Serena Muhammad, Deputy Director
 Alicia Lee, Executive Assistant
 Evanna Burkett, MHB Prospective Trustee

Welcome and Call to Order – The meeting of the MHB Program Committee was called to order at 11:01 a.m. by Chair Rob Poirier.

Approval of October 2, 2025, Meeting Minutes – Marcia Hayes-Harris moved, and Rob Poirier seconded the motion to approve the meeting minutes from October 2, 2025. The motion passed.

Discussion on determining unallowable costs in requests for proposals- Deputy Director Serena Muhammad discussed the Missouri statute and how it effects MHB’s funding choices. She explained that the Board would need to decide on what MHB pays for including expenses and activities. Serena noted that it’s important to know what the Board will pay for to help streamline the decision-making process. Executive Director Cassandra Kaufman created a spreadsheet that outlines allowable direct expenses and at the Committee’s request will further note if the expenses are organizational/operational vs. client needs. If the Board adopts the document, it will be added to the Community Investment policy. The Board will have the chance to decide what is a policy that aligns with the state statute and what’s guidance that’s provided to organizations.

Chiron Partnership update-MHB will receive marketing material to promote the partnership between MHB, the United Way, and the St. Louis Community Foundation. There will be a new program called “Thrive Well University” focused on helping smaller organizations build capacity.

Out of School Time strategy- Deputy Director Serena Muhammad explained that there were 19 organizations that applied for funding this cycle. Out of school time is not eligible for essential services so the staff recommends setting aside \$1M in funding out of the current grant pool.

Other Business – There was no other business to discuss.

Adjourn – There being no other business before the committee, Marcia Hayes-Harris made a motion to adjourn and seconded the motion, which was unanimously approved. The meeting of the Program Committee adjourned at 12:01 p.m.