**The Center to Advance CTE Board of Directors’ Meeting**

April 3, 2018

4 - 5 p.m.

Meeting Room: Hampton Ballroom

**ATTENDEES:** Pradeep Kotamraju, Bernadette Howard, Sarah Heath, Cheryl Carrier, Rod Duckworth

**STAFF:** Kimberly Green, Kate Kreamer, Ashleigh McFadden, Katie Fitzgerald

**Welcome:** Kotamraju welcomed everyone to the Center to Advance CTE Board meeting.

**Review and approval of January Board minutes:** Heath presented the minutes from the January 30, 2018 Board meeting.

**MOTION: To approve the January 30, 2018 Board minutes, as presented.**

**Carrier; Duckworth.**

**MOTION ADOPTED.**

**Review and approval of The Center to Advance CTE financial reports and budget modification:** Heath presented the Center to Advance CTE financial reports and budget modification. Green provided further details on the budget modifications. Carrier and Green discussed overhead costs.

**MOTION: To approve The Center to Advance CTE financial reports, as presented.**

**Duckworth; Howard.**

**MOTION ADOPTED.**

**MOTION: To approve The Center to Advance CTE budget modification, as presented.**

**Duckworth; Carrier.**

**MOTION ADOPTED.**

**Grant work updates:** Kreamer provided an update on The Center to Advance CTE grant developments, including New Skills for Youth, Gates and the potential New America youth apprenticeship work. Carrier reiterated the importance of leveraging and growing our relationships with partner organizations and potential funders as we capitalize on the current popularity of CTE. Fitzgerald provided an update on the Siemens Foundation work. McFadden presented information on the Joyce grant. Carrier remarked that The Center to Advance CTE is a go-to organization for these services now.

**Nominations discussion:** Green discussed the upcoming vacancy on the Board and asked for suggestions from the Board. Wells will be vacating her seat on the Board as of July 1, 2018. Kreamer and Green explained the policies related to Board terms and cycles. Carrier mentioned a contact she has with the Gaylord Hotels, as well as one at Deloitte. The Board agreed to think about potential candidates after this meeting and follow up with Green. Green emphasized the importance of any candidates being familiar with CTE prior to joining the Board. Heath recommended engaging prior funders as a way of keeping them involved in the work. Duckworth suggested reaching out to trade associations and other similar partner organizations. Kotamraju suggested a representative from a Des Moines employers’ organization who has been part of the Future Ready Iowa initiative. Howard mentioned the Bishop Estate foundation, which is focused on underserved and indigenous communities.

**MOTION: To adjourn The Center to Advance CTE Board meeting.**

**Howard; Duckworth.**

**MOTION ADOPTED.**