

Meeting Minutes Cultural Foundation Board Development Subcommittee Regular Meeting

June 22, 2026 | 8:00 a.m.
via Microsoft Teams
+1 469-998-7682, 41162017#



Call to Order

The meeting was called to order by Erika Castro at 8:02 a.m.

Roll Call

Board Member Attendance

Erika Castro
Jyoti Pathak
Dr. Timothy Russell

Staff Attendance

Terri Rettig

Absent

David Woodruff

Guests

Scheduled and Unscheduled Public Appearances

Consent Agenda

Motion to approve minutes of the April 20, 2026 meeting carried unanimously (3-0).

Briefing

1. Review of Charter and Meeting Dates – Erika welcomed the new members of the committee. Terri reviewed the committee charter and the meeting dates for the remainder of the calendar year.

2. Review Current Board Applications List – The committee provided updates on their outreach efforts to the new board applicants. Chelsie Erwin will be appointed to the Special Events Committee. Erika Thrower will be appointed to the Board at the regular June board meeting. The committee discussed core competencies needed on the board and the need for applicants with fundraising/philanthropic ties as well as those in corporate roles. The committee will be reviewing the annual core competency/board engagement survey at the next meeting.
3. Update on New Board Member Orientation Program – Kim McCarthy is serving as mentor to new board member Paula Johnson-Hutchinson. Kim attended Paula's orientation and has connected personally with Paula. Staff will recommend a mentor to the Board Chair for incoming board member Erika Thrower.

Member Comments/Announcements

Calendar

The next meeting is scheduled for August 24, 2026 at 8:00 am. This meeting will be held virtually.

Information Items

Adjourn

The meeting was adjourned at 8:57 a.m.

Erika Castro, Committee Chair

Staff Liaison