



Board of Directors Meeting Agenda

October 21, 2026

3:00 p.m. – 5:00 p.m.

211 Rocketts Way, Henrico, VA, and via Zoom

Welcome – Kate Ferris, President

Roll Call – Allison Jordan, Secretary

Public Comments

Consent Agenda – Kate Ferris, President

- Board of Directors meeting minutes, 8.19.26 – pages, 1-4
- Project Discovery Advisory Council meeting minutes, 9.23.26 – pages 5-6

Finance Report – Traci Garland, Director of Financial Operations – pages, 7-9

New Business – Kate Ferris, President

- Approve Revised Privacy Policy – pages, 10-11
- Approve Revised Confidentiality Policy – pages, 12-17
- Approve Revised By-Laws 10.05, 10.06, and 11.02 – **attachment: Bylaws May 2026**
- Approve Strategic Plan Extension – **attachment: Board Approved Strategic Plan**
- Annual Strategic Plan Review – **attachment: Board Approved Strategic Plan**
- Approve PT Volunteer Income Tax Assistance (VITA) Job Description – pages, 18-19
- Approve Regina Outten Application – page, 20
- Approve Sheree Hedrick Application – page, 21
- Approve Kim Carlton Application – page, 22

CEO Report – Chris Napier, Acting CEO – pages, 23-26

- Receive Department Report – pages, 27-28

Closed Session

Next Meeting

- December 16, 2026, 3:00 p.m. – 5:00 p.m.

Adjournment – Kate Ferris, President