



First State Montessori Academy

Public Board of Directors Meeting Minutes

Meeting Date: February 22, 2018

Call to order: 6:05 p.m.

Adjournment: 7:41 p.m.

Location: First State Montessori Academy Upper School

Present: Yvonne Nass, Beth Carter, Angela Angeny, Zeke Allinson, Kyara Panula, Erin Carroll, Janine Salomone, Chanda Gilmore, Jed Donahue, Courtney Fox, Aubria Nance Phillips, Natalie Marchani

Regrets: Gina Castelli, DaWayne Sims, Meala Duckworth,

J. Salomone motioned to approve the January 25, 2018 minutes. J. Donahue seconded. No objections. Minutes approved.

Reports

Governance Committee. Vote needed to retain a board member who will miss meetings from March to June, per Section 5.04 of the bylaws. B. Carter proposed that the board member remains. J. Salomone motioned. E. Carroll seconded. Motion passed.

Development Committee. C. Fox presented updated capital campaign timeline and committees and members assigned to tasks. Reviewed three different avenues for raising funds.

Finance Committee. Z. Allinson presented monthly and proposed final year budget in detail to the board regarding where we are and what the proposed final budget entails. Discussion ensued around additional funds needed for renovation of upper school's third floor.

Z. Allinson motioned that the board adopt the monthly narrative report. J. Salomone seconded. No objections. Motion accepted.

Z. Allinson motioned that \$200,000 from the projected surplus is moved to the capital outlay line in the 2017- 2018 fiscal year budget. J. Donahue seconded. No objections. Motion passed.

Z. Allinson motioned to change the registered agent with the Secretary of State to Head of School Courtney Fox with the 1000 French Street address. J. Salomone seconded. No objections. Motion passed.

Head of School. C. Fox reviewed the 2018-19 school calendar. The committee considered various factors including the start date, a standing spring break and parent-teacher conferences. C. Fox noted that when Veteran’s Day falls on a Sunday, must take off on Monday, which is not reflected on the draft copy as well as the updated school start time of 8:10 a.m. J. Salomone motioned to accept the 2018-19 calendar with the minor revisions. No objections. Motion passed.

Strategic Plan Update. A. Angeny has a pending meeting with the development committee to review where we have been and where we are going.

No new business, old business or public comments.

B. Carter motions to adjourn. A. Angeny second. No objections. Meeting adjourned at 7:41 p.m.