



First State Montessori Academy

Board of Directors Meeting Minutes

Meeting Date: December 6, 2018

Call to order: 6:11 pm

Adjournment: 7:58 pm

Location: First State Montessori Academy Upper School

Present: Zeke Allinson, Angela Angeny, Jed Donahue, Courtney Fox, Sara Stabb, Courtney Loughney, Natalie Marchiani, Meghan Newberry, Mike Reilly*, DaWayne Sims

**Mike Reilly arrived at 6:17pm*

Regrets: Kyara Panula Beck, Sarah Nagle, Aubria Nance Phillips, Janine Salomone

D. Sims opened meeting by welcoming guests and asked for public comment.

Public Comments

No public comments were provided.

October Board Meeting Minutes

Two amendments were requested.

- Per J. Donahue, update status from “present” to “regrets.”
- Per A. Angeny, update language on page 2, under Development Report to say “This is a fundraiser for the capital campaign” as opposed to “This is a fundraiser for the kids.”

A. Angeny motioned to approve the October 25, 2018 public session minutes. S. Stabb seconded. No objections. No abstentions. Minutes approved.

Reports

Finance Committee: Z. Allinson reviewed the October monthly narrative web reports. Z. Allinson reviewed expenses and the budget. Also, he confirmed a surplus in the budget from the state due to a recalculation of the funding calculations for charter schools. We have also received adjustments from the local government.

Motion to approve October reports made by J. Donahue. Second by M. Reilly. No objections or abstentions. Monthly narrative web reports approved.

Development Report: J. Donahue reminded the Board of the change in timing for the Annual Fund. The main focus of the committee at this time is the “A Night in the City” capital campaign event.

C. Loughney explained the goal is to raise \$50,000. The Board was provided with a draft of sponsorship levels to review. C. Loughney stressed the importance of leveraging relationships in the community to bring in sponsorships for the event. Additionally, it was confirmed this event is for the capital campaign; however, we need to create awareness of the purpose.

C. Fox advised she would share with the Board the draft of the new Capital Campaign Phase III outline which has language to help support this initiative. The overall goal of Phase III is to raise \$500,000. To date, \$35,000 has been raised.

Board Chair thanked everyone for their work thus far. The Board Chair stressed the importance of Board engagement and involvement in this event and the ongoing development effort.

The next planning meeting is Monday, December 10th at 6:30 pm at the Upper School.

Board Chair advised the board to Save the Date for mandatory board training on Saturday, February 2, 2019. C. Fox confirmed this is a requirement that the Board will complete together. It will be a full day of training, and will include pre-work.

Head of School Report: C. Fox introduced our guest, Pam Baker from Barbacane, Thornton & Company LLP. Pam provided the Board with an “Audit Results” summary and reviewed the document in detail, including recent changes to the framework.

Following the audit result review, C. Fox asked for any questions surrounding the Annual Report. Questions were reviewed and answered in detail.

Board Chair thanked the Head of School and team for putting the Annual Report together. Motion to approve completed by M. Reilly. Seconded by N. Marchiani. No objections. No abstentions.

A brief break was taken from 7:13 to 7:18 to welcome guest for the Board Recognition of Karen Grandell.

Board Recognition of Karen Grandell: Head of School, C. Fox, welcomed guests and explained the Board Recognition portion of the agenda. She shared the “Backbone Award” which has been created in honor of Karen. One teacher will be selected annually to receive this award starting in the Spring of 2019.

N. Marchiani completed a tribute on behalf of the staff. Guests in the room were welcomed to share their stories to recognize Karen and the incredible impact she has had on the community.

Angela Angeny motion to adjourn. Seconded by N. Marchiani.
Adjourned at 7:58 pm.

M. Reilly requested clarification on the date of the next board meeting. Board Chair confirmed next meeting is Thursday, December 6, 2018.

Angela Angeny motioned to adjourn. Z. Allinson seconded. No objections.

Meeting adjourned at 6:49 pm.