



First State Montessori Academy, Inc.
920 N. French Street
Wilmington, DE 19801

Annual Board of Directors Meeting and Public Board Meeting Minutes

Meeting Date: May 30, 2019

Call to order: 6:16 pm

Adjournment: 8:02 pm

Location: First State Montessori Academy Upper School

Present for Public Session: Zeke Allinson, Angela Angeny, Jed Donahue, Courtney Loughney, Aubria Nance*, Sarah Nagle, Meghan Newberry, Mike Reilly, Janine Salomone, Sara Stabb

*Aubria arrived at 6:47 pm, left at 7:01

Regrets: Chanda Gilmore, Natalie Marchiani, Kyara Panula Beck

Guests: Loren Holland, Rebecca Philips

Welcome from Board Chair and roll call of all present board members. Board Chair reflected on the current school year and thanked Beth Carter, Kyara Panula Beck and Aubria Nance for their service to the school as they end their terms as board members. They remain a valuable part of the FSMA family.

As part of the annual business of the board, the Governance Committee assists with the recommendations of new members to the board of directors. Our two guests, Rebecca (Becky) Philips and Loren Holland were both interviewed by Governance, Board Chair and Vice Chair and are being recommended to the full board for consideration.

Becky and Loren both introduced themselves to the room.

J. Salomone took a moment to thank current Board Chair, DaWayne Sims, for his service. The board will also be voting to extend DaWayne's term.

Public Comment

No guests or public comment recorded.

Approval of the March 28th and May 1st public board minutes

Motion to approve made by M. Reilly. Second by C. Loughney. No objections or abstentions.

Approval of New Class of Board Members

Prior to the vote, the board was asked for any additional comments, concerns or questions. The vote was to welcome Becky Philips and Loren Holland, as well as to extend the term for DaWayne Sims. Motion to accept three at-large directors made by J. Donahue. Second by A. Angeny. No objections or abstentions.

As a reminder, during the interview process, candidates are reminded to consider the committees on which they wish to serve. This will be finalized in the coming months. Board training is being held on June 19th. Lastly, new member board packets are being prepared and will be provided as soon as they are completed.

Approval of Officers/Executive Team

Current slate of officers were reviewed with the full board as follows DaWayne Sims as Board Chair, Angela Angeny as Vice Chair, Zeke Allinson as Treasurer and Meghan Newberry as Secretary. Please note, Meghan Newberry has been assisting in the role of Secretary as Chanda Gilmore was on leave. D. Sims asked the board if anyone would like to step into the roles. No additional comments.

Motion to approve current executive slate as listed above for the upcoming fiscal year made by J. Salomone. Second by L. Holland. No objections. No abstentions.

Chairs for the various committees will be discussed and appointed soon.

Finance Committee Report

Presentation of monthly narrative and web report completed by Z. Allinson. This month we are reviewing the final April figures indicating we are 83% through the budget.

No significant changes to report. We did receive notification the school will receive additional monies from the IDEA funds; therefore, our Federal numbers will increase. We are on track to carry over a surplus at the end of the year.

M. Reilly inquired on where the funds raised from the Party with a Purpose – 5 Year Celebration will appear. Z. Allinson explained they should appear under donations in May. Additionally, J. Salomone asked for clarification on total amount of reserve funds. Z. Allinson provided additional details regarding the projected surplus.

**Aubria Nance arrived at 6:47 pm*

D. Sims and A. Angeny emphasized that we are moving into a new cycle of development. It is important to focus on spreading the word about FSMA in the community.

Z. Allinson reviewed the summer encumbrance. It is required by the Department of Education. Brief discussions transpired to clarify how the summer encumbrance accessed and maintained.

Motion to approve the monthly narrative by J. Salomone. Second by D. Sims. No objections or abstentions.

A Nance was thanked for her service to the board and she returned the sentiment. A. Nance left the meeting at 7:01 pm.

New Business

Reminder that the first ever graduation is being held Wednesday, June 5th at 7pm at the Upper School. It is important to have board presence to support our first graduating 8th grade class.

Board Training is mandatory and being held Wednesday, June 19th. A reminder to take the preliminary survey was given.

On 6/10/19, the Board Chair, Vice Chair and Head of School are meeting with the Delaware Alliance for Nonprofit Advancement (DANA) as they are administering the training to discuss sustainability goals for the board and school to be reviewed during training. Doors open at 5 pm and training will be from 5:30 to 9:30 pm.

J. Donahue mentioned the importance of Board Members being present at events in the community such as the Girls, Inc. event where FSMA was honored as a partner school. D. Sims and M. Newberry will follow up with Head of School.

Motion to move to Exec Session by J. Salomone. Second A. Angeny. 7:19 pm moved into Executive Session.

Returned from Executive Sessions at 8:02 pm. Motion to adjourn by J. Donahue. Second by J. Salomone.