**Minutes – Open Session**

**Meeting of the Board of Directors**

**Pine Lake Preparatory, Inc.**

**Wednesday, April 24th 2019**

**Invited:** Sarah Phillips, Sara Thomas, Marianne Umphlett, Pamela Frost-Shirley, Bill Aull, Jeremy Shook, Emily Fowler, Brendan Kelly, and Jason Yanni

**Attendees:** Sarah Phillips, Sara Thomas, Marianne Umphlett, Pamela Frost-Shirley, Bill Aull, Jeremy Shook, Emily Fowler, Brendan Kelly, and Jason Yanni

**Absent:** N/A

**School Leadership Present**: Andrew Moceri, Tim Hoffman, Sam Ranallo, Sherri Fletcher, Joe Webb, and Lori Reuter

1. **Call to Order and Attendance (6:30 pm)**
2. **Conflict of Interest Reminder per NCGS 138A-15(e):** *In accordance with the State Government Ethics Act, 138A-15(e), it is the duty of every Board member to avoid both conflicts of interest and appearances of conflict. Does any Board member have any known conflict of interest or appearance of conflict with respect to any matters coming before the Board today? If so, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matter involved.*

*No Conflicts*

1. **Public Comment (6:30 pm)**

*No*

1. **Board Business (6:31 pm)**
   1. Approval of Meeting Minutes

* + 1. Approval of Open Session Meeting Minutes from March 20th
    2. Approval of Executive Session Minutes from March 20th

*Move to motion made by: Sarah Phillips*

*Second motion made by: Emily Fowler*

*Motion Passed: Yes - Unanimously*

*Any one abstained: Jeremy Shook, Brendan Kelly, Marianne Umphlett, and Bill Aull*

* 1. Team Spork Presentation – Team Spork

*Team Spork shared their history, experience from the season, and accomplishments both in competition and community service.*

* 1. Board Retreat Information and Date Update – Sarah Phillips and Andrew Moceri

*Reviewed and discussed the date and possible agenda items for the upcoming board retreat and new member board orientation*.

* 1. 2019-2020 Board Meeting Calendar Consideration – Andrew Moceri

*Discussed the possible board meeting calendar for the 2019-2020 school year and the reasoning for proposed dates.*

1. **Administrative Matters (6:46 pm)**
   1. Monthly Financial Report – Sherri Fletcher and Andrew Moceri
      1. March 2019 Dashboard

*Reviewed and discussed the financial dashboard.*

* + 1. March 2019 Capital Campaign Update

*Discussed the current state of the capital campaign and the schedule of events and expected funds for the remainder of the year.*

* 1. Annual Operating Plan: Quarterly Update – Andrew Moceri

*Discussed and reviewed the success of the AOP to date with a focus on the Pride and Service Learning projects’ goals, benefits, options, current state and projected implementation process and schedule.*

* 1. Review of Nepotism Policy – Andrew Moceri (5 minutes)

*Discussed proposed changes to Nepotism Policy.*

*Motion to conditionally approve the Nepotism policy changes and consider any comments during the 30 day public posting of changes.*

*Move to motion made by: Sarah Phillips*

*Second motion made by: Bill Aull*

*Motion Passed: Yes - Unanimously*

*Any one abstained: No*

1. **Executive Session (7:34 pm):** Motion to move into Executive Session b. § 143-318.11(a)(6) *To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.*

*Motion to move into closed session*

*Move to motion made by: Sarah Phillips*

*Second motion made by: Emily Fowler*

*Motion Passed: Yes - Unanimously*

*Any one abstained: No*

1. **Resumed Open Session (7:45 pm):** *I move that the minutes of the closed session held on (4/24/18) be withheld from public inspection in order to protect and preserve the purpose of such closed session, pursuant to section 143-318.10(e) of the Open Meetings law.*

*Motion to resume open session*

*Move to motion made by: Sarah Phillips*

*Second motion made by: Emily Fowler*

*Motion Passed: Yes - Unanimously*

*Any one abstained: No*

1. **Vote as needed based on items in Executive Session (7:57 pm).**

*Motion to approve the hiring of Carly Lide to fill the open US Biology position*

*Move to motion made by: Sarah Phillips*

*Second motion made by: Emily Fowler*

*Motion Passed: Yes - Unanimously*

*Any one abstained: No*

*Motion to approve year two of the Executive Director contract for Andrew Moceri*

*Move to motion made by: Sarah Phillips*

*Second motion made by: Bill Aull*

*Motion Passed: Yes - Unanimously*

*Any one abstained: No*

1. **Board Nominations Update (7:58) –** Pamela Frost-Shirley (10 minutes)

*Reviewed and discussed board member candidates and the Nomination Committee’s recommendations.*

*Motion to approve appointment of Bill Aull, Jessica Bronzert, and Katie Davidson for two year term board member positions*

*Move to motion made by: Sarah Phillips*

*Second motion made by: Marianne Umphlett*

*Motion Passed: Yes - Unanimously*

*Any one abstained: No*

1. **Adjourn (8:20 pm)**

*Motion to adjourn meeting*

*Move to motion made by: Sarah Phillips*

*Second motion made by: Pamela Frost-Shirley*

*Motion Passed: Yes - Unanimously*

*Any one abstained: No*