

**Meeting Minutes – Open Session  
Meeting of the Board of Directors  
Pine Lake Preparatory, Inc.  
Wednesday, December 18th, 2019**

**Attendees:** Sarah Phillips, Jason Yanni, Jeremy Shook, Pamela Frost-Shirley, Emily Fowler, Katie Davidson, Jessica Bronzert, Bill Aull

**Absent:** Sara Thomas

**School Leadership Present:** Andrew Mocerri, Sherri Fletcher

**1. Call to Order and Attendance: (6:32pm)**

**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.*

**3. Public Comment: None.**

**4. Board Business (6:35pm)**

- a. Approval of Meeting Minutes – Sarah Phillips and Jessica Bronzert (5 minutes)
  - i. Approval of Open Session Meeting Minutes from the November 20th Open Session Meeting.
  - ii. Approval of Closed Session Meeting Minutes from the November 20<sup>th</sup> Closed Session Meeting.

*Move to motion made by: Sarah Phillips  
Second motion made by: Jessica Bronzert  
Motion Passed: Yes, unanimously  
Any one abstained: No*

**5. Administrative Matters (6:37pm)**

- a. Monthly Financial Report
  - i. November 2019 Dashboard
  - ii. November 2019 Capital Campaign Update
- b. Legislative Update

Updates were provided on the financials and the capital campaign.

- c. Approval to Renew Retainer Agreement with Schwartz and Shaw

*Move to motion made by: Sarah Phillips  
Second motion made by: Jessica Bronzert  
Motion Passed: Yes, unanimously  
Any one abstained: No*

d. Nominating Committee Update

Updates were provided regarding the upcoming nominating process.

**6. Adjourn (7pm)**

*Move to motion made by: Sarah Phillips*

*Second motion made by: Jeremy Shook*

*Motion Passed: Yes, unanimously*

*Any one abstained: No*