

**Meeting Minutes – Open Session
Meeting of the Board of Directors
Pine Lake Preparatory, Inc.
Wednesday, June 24th 2020**

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

Absent: None

School Leadership Present: Andrew Mocerri, Sherri Fletcher, Brant Hyatt

- 1. Call to Order and Attendance (5:00 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.*
- 3. Public Comment n/a**
- 4. Board Business**
 - a. Approval of Meeting Minutes – Sarah Phillips and Jason Gianni (5 minutes)**
 - i. May 27th Open Session
 - ii. May 27th Closed Session
 - iii. June 3rd Open Session
 - iv. June 17th Open Session

Move to motion made by: Sarah Phillips
Second motion made by: Jason Gianni
Motion passed: Yes, unanimously
Anyone abstained: Sara Thomas and Bill Aull (June 17th)
- 5. Administrative Matters**
 - a. Request for a Motion to Approve Copy Cannon Contract – Andrew Mocerri and Sherri Fletcher (5 minutes)**

Move to motion made by: Sarah Phillips
Second motion made by: Sara Thomas
Motion passed: Yes, unanimously
Anyone abstained: None
 - b. Monthly Financial Report – Sherri Fletcher and Andrew Mocerri (25 minutes)**
 - i. May 2020 Dashboard
 - ii. May 2020 Capital Campaign Update.

Reviewed May 2020 Dashboard and Capital Campaign Update.
 - c. BREAK (5 min) – distribute boxed dinners.**
- 6. Board Retreat and Strategy (5:45 pm)**

a. 2020-2021 Board Elections – Sarah (15 min)

Jason Yanni elected Board Chair. Emily Fowler elected Vice Chair. Katie Davidson elected Secretary. Bill Aull elected Treasurer.

b. Values & Trade Offs in Times of Crisis – Sarah (60 min)

Discussed how core values are applied and how to make trade off decisions during the pandemic. The board will contribute thinking in the form of “even/over” statements.

c. Financial Oversight Modeling – Bill Aull (45 min)

i. 2020-2021 Budget Update (For Approval)

We are approving the forecasted operating budget for 2020-2021 with a deficit of \$328,773 with the addition to the fund balance of a Payroll Protection Program loan.

Move to motion made by: Sarah Phillips

Second motion made by: Sara Thomas

Motion passed: Yes, unanimously

Anyone abstained: None

d. BREAK (5 min)

e. Mission, Core Values, and Strategic Plan overview

f. Strategic Plan Update - Review Goals Accomplished to Date (2018-2020)– Andrew (20 min)

g. Outline Proposed AOP Goals 2020-2021 AND 2021-2022

i. Board Accomplishments '19-'20 (5 min)

ii. Board Priorities '20-'21 (5 min)

iii. Goals based on Board Priorities (15 min)

iv. Remaining Goals '21-'22 & Potential for Strategic Planning in Spring '22 (15 min)

v. Motion to Approve 2020-2021 Annual Operating Plan Goals

Approve the stated goals as current priorities with continued refinement and wordsmithing.

Move to motion made by: Sarah Phillips

Second motion made by: Emily Fowler

Motion passed: Yes, unanimously

Anyone abstained: No

h. Looking Ahead

i. Special Board Projects '20-'21

ii. Upcoming Meetings & Decisions

7. Adjourn

Move to motion made by: Sarah Phillips
Second motion made by: Jessica Bronzert
Motion passed: Yes, unanimously
Anyone abstained: None