



BOARD MEETING MINUTES

Board Members in Attendance:

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Ryan Cotterman, President | <input checked="" type="checkbox"/> Yuliya Morris, Treasurer | <input checked="" type="checkbox"/> Holly Miller |
| <input checked="" type="checkbox"/> Roland Lewis Jr., Vice President | <input checked="" type="checkbox"/> Shon Mallory | <input checked="" type="checkbox"/> A. Monica Cutno |
| <input type="checkbox"/> Diego Torres, Secretary | | |

I. Call to Order

- A. Regular monthly meeting of the Board of Directors was called to order at 6:30 PM by Ryan Cotterman.
- B. Mission and vision statements were read by the board president.

II. Consent Agenda

- A. Draft minutes from the December 14, 2020 regular monthly board meeting were presented by Ryan Cotterman.
- B. Financial report was given by Yulia Morris.

Motion to approve the consent agenda.

Motion: Roland Lewis Jr.

Second: Ryan Cotterman

Discussion: None

Conflict of Interest: None

Vote: Unanimously approved (6-0)

III. Public Comments

- A. None presented.

IV. Committee Reports

- A. Academic Committee report was given by Dr. Fuller.
 1. In the last Federal COVID response package passed by Congress, extensions were granted for the expenditure of many of the fund sources that had previously been allocated.
 2. The EPA would like to dedicate their February Boosterthon fundraising this year toward the purchase/installation of an LED type marquee sign and replacing some of the older cafeteria tables and refurbish seating. Dr. Fuller will bring details of proposal to the next meeting.
 3. Lower School and Upper School Deans provided an update on current remote instruction plans and feedback received from families via surveys.
 4. ESA lottery application opens on January 25, 2021.
 5. Discussed COVID-19 and implications to the plan for the second semester, including present conditions, timing of vaccinations for teachers and returning in February 2021. Recommendation from the administrations was to extend through the end of February under Plan C.
 6. Vaccinations by staff are voluntary; however, all teachers and staff will be expected to return to work (vaccine or no) on March 1, 2021.

Motion to approve to continue with Plan C until March 1, 2021, with reevaluation at the February board meeting.

Motion: A. Monica Cutno
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (6-0)

Motion to move BOD meeting from February 15 to February 16 due to President's Day

Motion: Ryan Cotterman
Second: No second
Discussion: Dr. Fuller noted that the School is open on February 15, 2021.
Vote: Motion was withdrawn due to the School being open and no second to the original motion. There was no change in the date of the next board meeting.

B. Finance Committee report was given by Yuliya Morris.

1. Reviewed changes to the revenue and expenditures lines of the 2020-2021 budget, noting that there were no significant changes.
2. Coverage ratio and days cash on hand are in good standing.
3. Discussed results of the Capital Needs Assessment and understanding that it needs to be performed every 5 years. No current need to set up a capital needs fund due to excellent maintenance.

C. Development Committee report was given by Roland Lewis Jr.

1. Contract signed for the fencing around the soccer fields with Superior Fence and Rail, with expected start date of February 8, 2021.
2. North State Resurfacing has not made much progress towards the construction of the tennis courts due to the wet weather.
3. Discussion over potential need to extend the waterline or use of a well to provide water to the soccer fields.

Motion to ratify and approve Superior Fence and Rail agreement.

Motion: Ryan Cotterman
Second: A. Monica Cutno
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (6-0)

D. Governance Committee report was given by A. Monica Cutno.

1. Reviewed the description of Business Advisory Committee, which was presented by A. Monica Cutno and Shon Mallory, the chair of the Business Advisory Committee.

Motion to approve Business Advisory Committee description.

Motion: Shon Mallory
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (6-0)

V. Closed Session

- A. The Board moved into closed session at 7:49 PM to discuss specific personnel matters under NC G.S. 143-318.11(a)(6) and confidential and privileged information under NC G.S. 143-318.11(a)(1).

Motion to approve entering closed session.
Motion: Shon Mallory
Second: A. Monica Cutno
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (6-0)

- B. The Board exited closed session at 8:40 PM and resumed regular board meeting.

Motion to approve ending closed session.
Motion: A. Monica Cutno
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (6-0)

VI. Actions

Motion to accept Dr. Fuller’s HR recommendations as discussed in closed session.

Motion: Shon Mallory
Second: Ryan Cotterman
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (6-0)

Motion to approve legal agreement discussed and proposed in closed session.

Motion: A. Monica Cutno
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (6-0)

VII. Adjournment

- A. Next regular board meeting is on Monday, February 15, 2021 from 6:30 PM - 8:00 PM at via Zoom Meeting.
B. Board meeting was adjourned at 8:46 PM.

Motion to adjourn the meeting.
Motion: Shon Mallory
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (6-0)