



BOARD MEETING MINUTES

Board Members in Attendance:

<input type="checkbox"/> Ryan Cotterman, President	<input type="checkbox"/> Yuliya Morris, Treasurer	<input type="checkbox"/> Holly Miller
<input type="checkbox"/> Roland Lewis Jr., Vice President	<input type="checkbox"/> Shon Mallory	<input 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 6:32 PM by Ryan Cotterman.
- B. Mission and vision statements were read by the board president.

II. Consent Agenda

- A. Draft minutes from the May 17, 2021 regular board meeting, June 3, 2021 special board meeting and June 19, 2021 board retreat were presented by Ryan Cotterman.
- B. Financial report was given by Yulia Morris.

Motion to approve the consent agenda.

Motion: Shon Mallory

Second: Holly Miller

Discussion: None

Conflict of Interest: None

Vote: Unanimously approved (6-0)

III. Public Comments

- A. None presented.

IV. Committee Reports

Roland Lewis Jr. joined the meeting.

- A. Academic Committee report was given by Mr. Gorski.

- 1. End of Year testing report. Hard to fully appreciate the data as it took place during Covid-19 remote learning or hybrid-learning.
- 2. Read to Achieve and Summer Camps are going well and Ms. Johnson has done a wonderful job organizing the execution of the camps.

- B. Finance Committee report was given by Yuliya Morris.

- 1. Reviewed the budget on a line-by-line and made changes to the target budget to adjust for current amounts and expected spend.
- 2. Significant reduction to targets due to spending being pushed into the next fiscal year occurred in ballfields and Confucius classroom.

3. Several categories targets were raised to accommodate additional spending due the School's healthy coverage ratio, such as technology, office supplies and curriculum materials.
4. Coverage ratio was 1.57 and days cash on hand was 108, which are both significantly above the requirements and are in good standing.
5. Reviewed the proposed 2021-2022 budget, including strategy around expected ADM, funding per ADM and expense line items.
6. Reviewed 2021-2022 EC vendors contracts for occupational therapy and speech therapists.
7. Reviewed Connections Therapy for psychological services.
8. Operations Manager position was created due to needs of the School and will be opened publicly to obtain candidates.

Motion to approve final 2020-2021 working budget.

Motion: A. Monica Cutno
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)

Motion to approve 2021-2022 budget.

Motion: Roland Lewis Jr.
Second: Ryan Cotterman
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)

Motion to approve 2021-2022 Connections Therapy contract.

Motion: Ryan Cotterman
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)

Motion to approve 2021-2022 Grellner contract.

Motion: Diego Torres
Second: A. Monica Cutno
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)

Motion to approve 2021-2022 O'Conner contract.

Motion: A. Monica Cutno
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)

Motion to approve 2021-2022 Kerr Connect contract.

Motion: Ryan Cotterman
Second: A. Monica Cutno
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)

Motion to approve 2021-2022 Home Care Well Care contract.

Motion: Holly Miller
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)

Motion to ratify the Innovative Glass Solutions proposal.

Motion: Ryan Cotterman
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)

Motion to ratify Security 101 3-year renewal contract.

Motion: Diego Torres
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)

Motion to ratify 2021-2022 LINQ services renewal contract.

Motion: A. Monica Cutno
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)

Motion to ratify M&M parking lot painting proposal

Motion: Ryan Cotterman
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)

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

1. Ball fields are having additional work done to improve the root systems and soil composition.
2. After tennis courts are done, we need additional work done on areas neglected due to construction.

D. Governance report was given by Diego Torres.

1. No updates to the policies, but there is a need to update and modernize the policies manual to include an index and links to each policy.
2. Reviewed Board Member terms.
3. Discussed each Committee and the applicable chairperson.
4. Reviewed 2021-2022 Board Officers terms. Once the amendments to the Bylaws are formally approved, the board officer terms will officially be changed to 2 year terms,

Motion to accept a 3rd 3-year term for Ryan Cotterman starting 2021-2022.

Motion: A. Monica Cutno
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)

Motion to accept A. Monica Cutno as the Chair of the Academic Committee.

Motion: Ryan Cotterman
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)

Motion to accept Ryan Cotterman 1-year term as President for 2021-2022.

Motion: Yuliya Morris
Second: Holly Miller
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)

Motion to accept Roland Lewis Jr. 1-year term as Vice President for 2021-2022.

Motion: Shon Mallory
Second: Diego Torres
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)

Motion to accept Yuliya Morris 1-year term as Treasurer for 2021-2022.

Motion: A. Monica Cutno
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)

Motion to accept Holly Miller 1-year term as Secretary for 2021-2022.

Motion: Yuliya Morris
Second: A. Monica Cutno
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)

V. Closed Session

- A. The Board moved into closed session at 7:43 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: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)

B. The Board exited closed session at 8:06 PM and resumed regular board meeting.

Motion to approve ending closed session.

Motion: A. Monica Cutno
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)

VI. Actions

Motion to accept the School's HR recommendations as discussed in closed session.

Motion: Diego Torres
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)

VII. Adjournment

A. Next regular board meeting is on Monday, July 19, 2021 from 6:30 PM - 8:00 PM via Zoom Meeting.

B. Board meeting was adjourned at 8:14 PM.

Motion to adjourn the meeting.

Motion: Ryan Cotterman
Second: A. Monica Cutno
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (7-0)