



## BOARD MEETING MINUTES

### Board Members in Attendance:

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

\*By Phone

### I. Call to Order

- A. Regular meeting of the Board of Directors was called to order at 6:31 PM by Ryan Cotterman.
- B. Mission and vision statements were read by the board president.

### II. Consent Agenda

- A. Draft minutes from September 21, 2019 regular board meeting was presented by Portia Scott.
- B. Financial report was given by Ryan Cotterman.

Motion to approve the consent agenda.  
 Motion: Roland Lewis  
 Second: Diego Torres  
 Conflict of Interest: None  
 Vote: Unanimously approved (6-0)

### III. Public Comments

- A. None

### IV. Committee Reports

- A. Academic report was given by Dr. Fuller.
  - 1. Carpool is running smoother than beginning of the year.
  - 2. Grant applications in process to be submitted for additional school needs.
  - 3. Envision received praise on school accomplishments after hosting NC Charter Leadership Conference and will host additional regional events in 2020.
  - 4. ESA Celebration of 5 year milestone for staff and board will be planned for 2020.
  - 5. Reviewed 8th grade field trip.

Motion to approve the 8th Grade Field Trip to Camp Horizon  
 Motion: Yuliya Morris  
 Second: Shon Mallory  
 Conflict of Interest: None  
 Vote: Unanimously approved (6-0)

B. Finance Committee report was given by Ryan Cotterman.

1. There are no significant changes to current budget.
2. Discussed revaluation of budget for fields and tennis court.
3. Cover ratio and days cash on hand are healthy.
4. Review final draft of the 2019 audited financial statements.

Motion to accept 2019 Audited Financial Statements.

Motion: Roland Lewis  
Second: Ryan Cotterman  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

C. Development report was given by Roland Lewis.

1. Capital Campaign was presented with proposed budget, timeline and objectives.

D. Governance Committee report was given by Diego Torres.

1. Reviewed updated vacation policy and discussed grandfathering eligible staff under original policy.
2. Approve 2<sup>nd</sup> term for Holly Miller retroactively effective July 1, 2019.

Motion to approve grandfathering eligible staff under original vacation policy.

Motion: Diego Torres  
Second: Roland Lewis  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

Motion to accept updated vacation policy.

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

Motion to accept 2<sup>nd</sup> Term for Holly Miller retroactively effective July 1, 2019.

Motion: Roland Lewis  
Second: Portia Scott  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

## V. Close Session

A. Board entered close session at 8:25 PM to discuss personnel and student matter under NC G.S. 143-318.11(a)(6).

Motion to go into close session.

Motion: Shon Mallory  
Second: Diego Torres  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

Yuliya Morris exited the meeting at 8:40pm.

**B.** Board exited close session 8:51 PM and resumed regular board meeting.

Motion to end close session.

Motion: Diego Torres

Second: Shon Mallory

Conflict of Interest: None

Vote: Unanimously approved (5-0)

**VI. Actions**

Motion to accept HR Recommendations.

Motion: Ryan Cotterman

Second: Diego Torres

Conflict of Interest: None

Vote: Unanimously approved (5-0)

**VII. Adjournment**

A. Next regular board meeting is scheduled for Monday, November 18, 2019, 6:30 – 8:00 PM at 590 Traditions Grand Blvd, Wake Forest NC.

B. Board meeting was adjourned at 8:59 PM.

Motion to adjourn the meeting.

Motion: Diego Torres

Second: Ryan Cotterman

Conflict of Interest: None

Vote: Unanimously approved (5-0)