



## ANNUAL BOARD RETREAT MEETING MINUTES

### Board Members in Attendance:

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

### I. Call to Order

- A. Board of Directors Annual Retreat was called to order at 10:00 AM by A. Monica Cutno.
- B. Mission statement was read by the board president.

### II. Work Session #1

- A. Reviewed board member terms and discussed succession plan.
- B. Discussed recruitment of new board members and characteristics of ideal candidate.
- C. Updated board diversity matrix and reviewed gaps new board members may fill.
- D. BOD to complete 1 hours of board professional development by June 30<sup>th</sup>. A resource for training webinars is Charter Support Unit.
- E. Reviewed and collectively revised bylaws.
- F. Board calendar (formerly outcomes-based calendar) to be updated with DAC/USBank continuing disclosure deadlines and other BOD activities.

### VI. Work Session #2

- A. BOD separated into committees to work on segments of next 5-year strategic plan.
  1. Governance Committee to categorize policies manual and revise new board member orientation outline.
  2. Development Committee discussed plans for athletic fields capital campaign and other funding opportunities.
  3. Academic Committee discussed achieving “A” on NC School Report Card and maintaining compliance with Performance Framework and NC Model STEM School of Distinction.
  4. Finance Committee revised 2019-2020 draft budgets for basis of 5-year budget projections.

### VII. Adjournment

- A. BOD completed Board Assessment Questionnaire. Results to be shared at June board meeting.
- B. Next regular board meeting is scheduled for May 20, 2019, 6:30 – 8:30 PM, 590 Traditions Grande Blvd, Wake Forest.
- C. Board retreat was adjourned at 2:05 PM.