

Governing Board Minutes
5/13/14

Board Attendees: Karen Antonacio, Robyn Baney, Denise Breckon, Holly Calabro, Ben Click, Anne Marie Dailey, Angela Funya, Brent Johnson, Lynda Kovach and Takiesha Waites-Thierry

Board Members Absent: Robert Hicks & Joy McBride

Committee Attendees: None

Public Attendees: None

| Agenda Item | Action |
|---|---|
| Convened at 5:36 PM | None |
| Approve April Minutes | <p style="text-align: center;">VOTE</p> <p style="text-align: center;">Approved 8-0</p> <p style="text-align: center;">Joy McBride & Robert Hicks not present</p> |
| <p>Director's Report (Angela Funya)</p> <ul style="list-style-type: none"> • Charter Renewal <ul style="list-style-type: none"> ○ CPCS will present a Charter Renewal Brief to the SMCPS Board on 27 May. The information briefed will be: <ul style="list-style-type: none"> ▪ Demographics ▪ Fiscal Compliance ▪ Admissions Procedures ▪ Governance ▪ Non-Profit Status ▪ Building Acquisition ▪ Human Resources/Staffing ▪ What Makes CPCS Different? <ul style="list-style-type: none"> • Problem Solving • Arts Integration • Whole Child ▪ Meets Academic Standards ▪ State Predictor Data ▪ 2014 State Assessments ▪ Evaluation of CPCS ○ Letter received from Dr. Martirano stating that he understands the recent developments, but Charter renewal will not be affected. Dr. Martirano also requested a response stating CCSA's current plan to rectify the situation. • Budget <ul style="list-style-type: none"> ○ There is approximately \$87,000 left in the healthcare budget for FY14. Approximately \$25,000 left in MOI and add'l fund | |

| | |
|---|--|
| <p>left for transportation.</p> <ul style="list-style-type: none"> ○ The plan is to transfer the \$87,000 back to SMCPS, but waiting for a reply from Tammy McCourt ○ Not sure how the PPA will be affected next year. <ul style="list-style-type: none"> ● Fiscal Sponsor <ul style="list-style-type: none"> ○ Robin Finneccum of the Community Development Corporation (CDC) was approached in regards to become the CCSA fiscal sponsor. CDC is not in a position to act as CCSA’s fiscal sponsor. They are unable to accept a loan. CDC was under the impression that the funds from the USDA would be a grant vice a loan. ○ MANO has a lengthy process to become a fiscal sponsor. MANO would charge CCSA 10 percent to be the fiscal sponsor in addition to taking over the Board. The current Board would act as and advisor to MANO. ○ Pat McKenney, from the Synthesis Center of St. Mary’s was approached about acting as a fiscal sponsor for CCSA and agreed. The Synthesis Center doesn’t want admin costs or a position on the Board and they are willing to retroactively fiscally sponsor CCSA back to March 2014. | |
| <p>VOTE: Motion to move forward with obtaining a fiscal sponsor</p> | <p>VOTE Approved 8-0</p> |
| <p>VOTE: Motion to adopt the Synthesis Center of St. Mary’s as the CCSA fiscal sponsor</p> | <p>VOTE Approved 7-1 Takesha Waites-Thierry votes no</p> |
| <p>Committee Reports</p> <ul style="list-style-type: none"> ● Strategic Planning Report (Ange Funya) <ul style="list-style-type: none"> ○ Loan <ul style="list-style-type: none"> ▪ Julia is planning a phone conference with Brandi Burwell to discuss how to move forward with the loan application. ○ Lawyer <ul style="list-style-type: none"> ▪ The letter of engagement was received from Will DuBoise on 13 May. Not sure if CCSA will still need his services. | <p>Discussion</p> |
| <ul style="list-style-type: none"> ● Treasurer/Fundraising (Anne Marie Dailey) <ul style="list-style-type: none"> ○ FY15 Budget <ul style="list-style-type: none"> ▪ The budget was generated to fund the Alliance, but not school programs ○ Fundraising total is \$43,223.64 ○ Capital Campaign total is \$16,260 (collected: \$12,159) ○ Approximately \$2,000 has gone into the CPCS activity | <p>Discussion</p> |

| | |
|---|------------|
| <ul style="list-style-type: none"> fund. <ul style="list-style-type: none"> ▪ \$1,000 from Walmart ▪ Yard Sale ▪ Ruddy Duck ○ CPCS will keep the \$2,000 and the Alliance will give CPCS \$4,000 for the rest of the environmental field trips for the year. ○ Spring Fling (Chinese Auction) will be 6 June during Field Day • Community (Takiesha Waites-Thierry) <ul style="list-style-type: none"> ○ Spirit Wear shirts are in and being delivered this week ○ Staff Appreciation Week is over and was a success • PR/Outreach (Lynda Kovach) <ul style="list-style-type: none"> ○ Lynda put together a new display board to be used during events where CPCS is represented. The display is stored in the blue Alliance locker on the third floor. • Nominating Committee (Ben Click) <ul style="list-style-type: none"> ○ Tara Duarte is the new Parent rep on the Board. ○ Three applications have been received so far. ○ Interviews will be Thursday, 22 May | |
| <p>Board Development (Ben Click)</p> <ul style="list-style-type: none"> ○ Board Member Self-Assessment: Individual Performance ○ Board Self-Assessment Worksheet | Discussion |
| <p>Action Items</p> <ul style="list-style-type: none"> • Email the Board feedback from SMCPS audit (Ange) • Sign Lease (Robyn) • Make edits to brief for SMCPS Board (Ange) • Add timeline to brief for SMCPS (Ange) • Draft plan of action response to Dr. Martirano (Robyn & Ange) • Draft a second letter to donors (Anne Marie, Ben, & Robyn) • Edit Fiscal Sponsor agreement between CCSA & Synthesis Center of St. Mary's (Ange) • Sign Letter to donors (Robyn) • Amend FY14 CCSA Budget (Anne Marie) • Generate a separate spreadsheet with money going into the CPCS activities fund (Anne Marie) • Return Board Self-Assessment Worksheet to Ben (All Board Members) | Action |
| <p>June Meeting Date 3 June @ 5:30 PM</p> | Discussion |
| <p>Adjourn 7:24 PM</p> | |