

Governing Board Minutes
03/27/2018

Board Attendees: Christina Allee, Jennifer Campbell, Wrenn Heisler, Catherine Grube, Adam Malisch, Pam McLeod, Merrie Beth Nauman, Roberta Sola, Jessie Taylor

Board Members Absent: Angela Funya, Sandi Imbriale, Daniel Morris, Colby Nelson, Karenan Smart,

Committee Attendees: Shannon Norris

Community Attendees:

Agenda Item	Action
Convened at 7:32 PM Note: Due to weather cancellation of scheduled board meeting, this abbreviated board meeting was held as an online meeting.	None
PUBLIC COMMENT: No Public Comment	DISCUSSION
MOTION: Approve February Meeting Minutes	Approved 8-0 Absent: Daniel Morris, Colby Nelson, Karenan Smart
BOARD DEVELOPMENT • No board development due to abbreviated meeting	DISCUSSION
Director's Report: • No Report due to abbreviated format.	DISCUSSION
OLD Business: • Nominations Committee: <ul style="list-style-type: none">○ For upcoming board positions the nominations panel will be made up of 2 non board members and staff and executive board members (others than those that are up for renewal). Others are welcome to volunteer to help.○ There will be 3 (3 year term) positions and one parent position that are open for next cycle<ul style="list-style-type: none">▪ Christina Allee will be reapplying▪ Adam Malisch will be applying for 3 year term▪ Catherine Grube will not be reapplying▪ Jennifer Campbell will not be reapplying○ The Parent position will be handled at the next town hall • Reserve Amount <ul style="list-style-type: none">○ Currently the amount of reserve is about \$180K	DISCUSSION

<ul style="list-style-type: none"> ○ Our reserve amount is based on the CCSA aggregate cash balances at the end of each fiscal year after adjustments and any re-allocations or encumbrances. Re-allocations of 16/17 funds included approximately \$25,000 to facilities budget to cover projected shortfall in 17/18 budget. This reallocation may not be necessary based on current actual expenses ● USDA Loan Update: <ul style="list-style-type: none"> ○ In conversations that Carrie Campbell has had on the phone and e-mails we have confirmed that even if we commit to the light replacement program that we can still use the USDA grant for that project if approved for grant. ○ We can use the rebates as matching dollar amount. ● WTOP update: <ul style="list-style-type: none"> ○ We will be receiving the \$7500 from WTOP ○ It was earmarked for certain items like field trips etc per the application and we will need to look at line items in budget and move money around to assist in other areas when the money arrives from WTOP. ● Survey: <ul style="list-style-type: none"> ○ Roberta had submitted some questions for a possible survey to go out this year ○ Jessie is going to consolidate Board submitted questions to bring to the board for a vote in April. 	
<p>ENERGY SELECT DISCUSSION:</p> <ul style="list-style-type: none"> ● Contacted references: <ul style="list-style-type: none"> ○ Little Flower converted in 2016 ○ Mother Catherine Academy converted in 2010 ○ Lexington Park Methodist converted ○ All were very happy with the conversion ○ All said they saw an annual savings of about 30% ● We need to work on getting everything lined up so the work can be completed by the rebate deadline ● Lighting in the gym is expected to be way better based on references ● Working motion sensors in the hallways and bathrooms ● Payments were offered for the entire amount of \$82,225. 	DISCUSSION
<p>Building Manager Update:</p> <ul style="list-style-type: none"> ● Rentals: <ul style="list-style-type: none"> ○ MEDSTAR moved out but still under their lease and they are going to try and find someone to take their lease. ○ Personalized Therapy – new lease for 1900 a month, also wants to get the lab bathroom once MEDSTAR works out their lease changes. ○ Assuming \$31K for the annual budget 	DISCUSSION

<ul style="list-style-type: none"> ○ Had to also turn a potential other renter away in the process of showing properties. ● Building Maintenance <ul style="list-style-type: none"> ○ Had another leak in the geothermal which was about \$800 to repair ○ Canopy was ripped off in the wind storm, looking at replacing it. It costs about \$2400 ○ Not going to make an insurance claim for this one. Our deductible is \$1000 and we are only allowed 3 claims in 5 years for our policy so going to pay out of maintenance fees ○ Looking on working on the window area where Monica is to give more privacy for Monica as well as protect the button to open to the school from people reaching over and hitting it. 	
MOTION: Sign the contract with Energy Select for the energy savings light program for \$82,225.	Approved 8-0 Absent: Daniel Morris, Colby Nelson, Karenan Smart
MOTION: Sign the contract with Energy Select to take the 12 month payment schedule.	Approved 8-0 Absent: Daniel Morris, Colby Nelson, Karenan Smart
MOTION: Make the first payment to Energy Select from the facilities budget.	Approved 8-0 Absent: Daniel Morris, Colby Nelson, Karenan Smart
COMMITTEES: Financial: <ul style="list-style-type: none"> ● Loaded on the Drive – not briefed other than in reserve discussion for lights above Fundraising <ul style="list-style-type: none"> ● Vintage was the highest attendance on record ● Vintage made \$15,000 ● Already at \$70,000 raised for the year ● Still have craft sale, quarter auction, yard sale and blue crab fundraiser ● This amount does not include the WTOP money. Community: <ul style="list-style-type: none"> ● Loaded on the Drive Public Relations and Outreach: <ul style="list-style-type: none"> ● Loaded on Drive Facilities:	DISCUSSION

<ul style="list-style-type: none"> ● Meeting with the Strategic Planning was supposed to happen last week when the meetings were cancelled. Need to have follow on meeting to prepare for RFP. ● RFP information still has not been released. <p>Whole Child</p> <ul style="list-style-type: none"> ● Loaded on Drive <p>Charitable Giving Committee:</p> <ul style="list-style-type: none"> ● Discussed during Financial Discussion Above 	
<p>NEW BUSINESS:</p> <ul style="list-style-type: none"> ● Town Hall <ul style="list-style-type: none"> ○ Town hall is normally after a board meeting, but date will be separate for this year ○ Community Committee willing to do a pizza and movie again ○ Need to have a work session with school and board on agenda topics: (Potentials include) <ul style="list-style-type: none"> ▪ Budget Situation ▪ School Safety <ul style="list-style-type: none"> ● There is a meeting scheduled with SAFEE member and Ange and Wrenn in the pending weeks ▪ Other School agenda items ● Charter Renewal is next year ● Charter School Conference is June 17th in Austin TX. <ul style="list-style-type: none"> ○ There is currently \$3000 set aside for this conference ○ We might be better served to look for the fundraising class that was mentioned at the last conference which would be local instead of applying the money to out of state travel. ○ Also if can't get the class in time, might look at using the money elsewhere in the budget. 	DISCUSSION
<p>Future Meeting Dates:</p> <ul style="list-style-type: none"> ● April 17,2018 – 5:30 PM ● April Town Hall 	
<p>Actions:</p> <ol style="list-style-type: none"> 1. Need to create a team to review lottery procedures for next lottery cycle. (Summer Due Date) 2. Need to create a meeting for Facilities and Strategic Planning to start looking at RFP proposal. (April Due Date) 3. Need to create a team to create questions for a survey for reviewing the Alliance and bring back to the Board. (April Due Date) 4. Need more work sessions to prepare for upcoming Town Hall (April Due Date) 5. Need to get information for the local/DC fundraising class that was discussed at charter school conference (April Due Date) 	

Adjourn at 8:32 PM	
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