

MEETING MINUTES

Name of Foundation: Georgia Charter Education Foundation

Board Meeting: Georgia Charter Education Foundation

School(s): Coweta Charter Academy at Senoia

The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
June 28, 2022	6:03pm	8:37 PM	July 26, 2022	6:00 pm	Teresa Ellison

Meeting Location:

Coweta Charter Academy
6675 Hwy 16 E
Senoia, GA 30265

Attended by:

Board Members:

Danny Nungesser, Board Chair
Beth Duncan, Vice Chair
Maggie Peters, Treasurer
Tracie Fleming, Director
Margarette Coleman, Director

Absent:

Mary Knight, Director

Other Attendees:

Teresa Ellison, CCAS Principal
Lauren Greer, Board Attorney
Reagan Hage, NEI
Richard Page, NEI
Greg Stevens, GCSA
Christine Locrotondo, CSUSA Finance Analyst

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 6:03pm with a Call to Order by GCEF Board Chair, Danny Nungesser. Roll call was taken, and quorum established.

MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY BETH DUNCAN TO ADD THE FOLLOWING ITEMS TO THE AGENDA:

- **Executive Session for Employment & Employee Action**
- **Financials**
 - **Finance Committee Update**
- **New Business**
 - **Generator**
 - **RFP Discussion – Computer Service, Landscaping and Generator**
 - **Legal Firm Engagement**
- **Old Business**
 - **Outstanding Bid(s) Update**
 - **Classroom Flooring Discussion**
 - **Mold Remediation Update**
 - **Choir Loft Renovations Discussion**

I. PUBLIC COMMENTS

- Offered for public comments. No outside attendees for public comments.

II. EXECUTIVE SESSION

MOTION: MOTION MADE BY MAGGIE PETERSA AND SECONDED BY BETH DUNCAN TO ENTER EXECUTIVE SESSION AT 6:08 PM

MOTION: MOTION MADE BY MAGGIE PETERS AND SECONDED BY BETH DUNCAN TO EXIT EXECUTIVE SESSION AT 6:49 PM

MOTION: MOTION MADE BY BETH DUNCAN AND SECONDED BY MAGGIE PETERS TO ELEVATE THE DEAN OF STUDENTS TO ASSISTANT PRINCIPAL. MOTION WAS APPROVED UNANIMOUSLY.

III. ADMINISTRATIVE

- Approval of the May 24, 2022 Board Meeting Minutes

MOTION: MOTION WAS MADE BY TRACIE FLEMMING AND SECONDED MARGARETTE COLEMAN BY TO APPROVE THE MINUTES OF THE May 24, 2022 GEORGIA CHARTER EDUCATION FOUNDATION, INC. BOARD MEETING MINUTES, AS PRESENTED. MOTION WAS APPROVED UNANIMOUSLY.

- Approval of the June 16, 2022 Finance Committee Minutes

MOTION: MOTION WAS MADE BY BETH DUNCAN AND SECONDED BY MARGARETTE COLEMAN TO APPROVE THE MINUTES OF THE June 16, 2022 GEORGIA CHARTER EDUCATION FOUNDATION, INC.

IV. CSUSA REPORTS

- Principal Report
 - Ms. Ellison provided the Principal's Report highlighting summer projects:
 - Classroom construction
 - Choir Loft renovation
 - Painting
 - Floor resurfacing and waxing
 - Summer Learning Academy
 - Leadership Academy Retreat
 - Lead & Inspire Team Meetings
 - Enrollment projects & waitlist
 - Hiring
 - Overall Ms. Ellison answered all board questions

V. FINANCIAL REPORT

- **Monthly Financial Review**
 - Reagan reviewed all aspects of Financials
 - Reagan provided an update on the CPF Scorecard

MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY TRACIE FLEMING TO APPROVE FINANCIALS PRESENTED. MOTION WAS APPROVED UNANIMOUSLY.

- **FY23 Budget Review**
 - Reagan reviewed all aspects of the FY23 Budget

 - **Public Comments on the FY23 Budget were offered:**
 - No Comments were made

MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY BETH DUNCAN TO ADD THE GCSA INVOICE AMOUNT TO BE INCLUDED IN THE DUES AND SUBSCRIPTION LINE ITEM. MOTION WAS APPROVED UNANIMOUSLY.

MOTION: MOTION WAS MADE BY TRACIE FLEMING AND SECONDED BY MARGARETTE COLEMAN TO APPROVE THE AMENDED FY23 BUDGET. MOTION APPROVED UNANIMOUSLY.

- **Finance Committee Update:**
 - Beth Duncan provided a review of letter issued to CSUSA from Mary Knight, Director GCEF, requesting a reduction of management fees as a result of failure to meet contractual financial obligations as requested by the board.
 - Danny Nungesser provided a review of the response letter from CSUSA.
 - Reagan Hage stated that CSUSA would agree to a credit if the board agreed to renew the management agreement under reasonable terms
 - Maggie Peters questioned the verbiage of "commit to renewing the management agreement under reasonable terms."
 - Beth Duncan questioned the terms of holding the offered credit of \$82,693 if the board recognizes the continued investments CSUSA have made in Coweta Charter Academy and commit to renewing the management agreement under reasonable terms. The credit and contract renewal are two separate issues.
 - Board has asked Lauren Greer to follow up with CSUSA Attorneys.

MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY MARGARETTE COLEMAN TO MOVE NEW BUSINESS BEFORE OLD BUSINESS. MOTION WAS APPROVED UNANIMOUSLY

VI. OLD BUSINESS

- **HVAC Update**
 - One bid received from sealed bid process.
 - Ms. Ellison requested that no matter the decision, that HVAC be working by August 1, 2022. Two units are not currently functioning.

MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY MARGARETTE COLEMAN TO TABLE THE HVAC DISCUSSION. MOTION WAS APPROVED UNANIMOUSLY.

- **Outstanding Bid(s) Update**
 - Reagan Hage told the board the RFP for the modular units for expansion is out for sealed bids and the bids would be unsealed at the next board meeting (7/26).
- **Classroom Flooring Discussion**
 - The board inquired if the floors near the office will be ready for the upcoming school year and if they have been re-glued.
 - Ms. Ellison discussed the work that has been done this summer on the floors.
- **Mold Remediation Update**
 - A company will be coming to remove sections of wall that have been damaged and will be completed before the 2022-23 school year begins.
- **Choir Loft Renovations Discussion**
 - The choir loft above the multi-purpose room has been renovated and is going to be used for more efficient storage going forward.

VII. NEW BUSINESS

- **2022-23 GCEF Calendar Review**

MOTION: MOTION WAS MADE BY TRACIE FLEMING AND SECONDED BY MAGGIE PETERS TO APPROVE THE GCEF CALENDAR AS PRESENTED. MOTION WAS APPROVED UNANIMOUSLY.

- **RFP Discussion – Computer Service, Landscaping and Generator**
 - RFPs were requested for the following services/items:
 - Generator
 - Landscaping
 - Computer Service Fee

MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY BETH DUNCAN TO CREATE RFPs FOR THE GENERATOR, LANDSCAPE, AND COMPUTER SERVICE FEES. MOTION WAS APPROVED UNANIMOUSLY.

- **Legal Firm Engagement**

MOTION: MOTION WAS MADE BY TRACIE FLEMING AND SECONDED MARGARETTE COLEMAN TO ALLOW DANNY NUNGESSOR TO ENGAGE WITH GILBERT, HARRELL, SUMERFORD & MARTIN, P.C. TO ALLOW CONTINUED LEGAL SERVICES WITH LAUREN GREER AND ROB FORTSON. MOTION WAS APPROVED UNANIMOUSLY.

- **HVAC Update**
 - Discussion held to extend RFP process for two weeks.

MOTION: MOTION WAS MADE BY TRACIE FLEMING AND SECONDED BY BETH DUNCAN TO CLOSE THE CURRENT RFP PROCESS AND REOPEN THE BID THROUGH JULY 8, 2022. MOTION WAS APPROVED UNANIMOUSLY.

MOTION: MOTION WAS MADE BY BETH DUNCAN AND SECONDED BY TRACIE FLEMING TO CALL A SPECIAL MEETING ON JULY 11, 2022 AT 6:00 PM TO REVIEW ANY ADDITIONAL BIDS RECEIVED. MOTION WAS APPROVED UNANIMOUSLY.

VIII. ADJOURNMENT

MOTION: MOTION WAS MADE BY MAGGIE PETERS AND SECONDED BY BETH DUNCAN TO ADJOURN THE June 28, 2022, GEORGIA CHARTER EDUCATION FOUNDATION BOARD MEETING AT 8:37. MOTION WAS APPROVED UNANIMOUSLY.



Danny Nungesser, Board Chair

Date: 10/19/2022

EXECUTIVE SESSION AFFIDAVIT
(AS REQUIRED UNDER O.C.G.A. § 50-14-4(b))

The undersigned presiding Board Officer of Cherokee Charter Academy, Inc. under oath, hereby states and certifies that at the meeting of the Board held on June 28, 2022, the following:

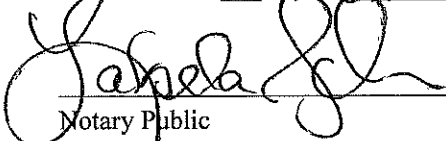
- 1) The Board properly entered executive session as permitted by O.C.G.A. § 50-14-3. The only matters discussed during such executive session of its meeting as allowable under O.C.G.A. § 50-14-2 and 50-14-3 were as follows:
 - () To consult and meet with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings or other judicial actions;
 - () To discuss tax matters which are confidential by state law;
 - () To authorize negotiations to purchase, dispose of, or lease property;
 - () To authorize the ordering of an appraisal related to the acquisition or disposal of real estate;
 - () To enter into a contract to purchase, dispose of or lease property, subject to approval in a subsequent public vote;
 - () To enter into an option to purchase, dispose of, or lease real estate, subject to approval in a subsequent public vote;
 - To discuss the appointment, employment, compensation, hiring, disciplinary action or dismissal or periodic evaluation or rating of a public officer or employee, but not when receiving evidence or hearing argument on charges filed to determine disciplinary action;
 - () To discuss records (or portions thereof) exempt from public inspection or disclosure pursuant to Article 4 of Chapter 18 of Title 50.
- 2) To the best knowledge and belief of the undersigned, no other matters than those of a purely personal and/or nongovernmental nature were discussed during said executive session.
- 3) By executing this affidavit, the undersigned does hereby state that he/she in no way waives any rights granted under the 5th Amendment to the United States Constitution.
- 4) This affidavit is executed solely for the purpose of compliance with the mandate of O.C.G.A. § 50-14-4(b) and shall serve no other purpose.

This 19 day of October, 2022.



PRESIDING OFFICER

SUBSCRIBED AND SWORN TO
before me this 19th day of October, 2022.



Notary Public
My commission expires:

