

**Minutes For MicroSociety Academy Charter School**  
**Executive Session Meeting called to order at 7:09pm ET Wednesday, December 9, 2015**

~Location: Multipurpose Room, MACS, 591 West Hollis Street, Nashua, NH  
by Vice-Chair: Thomas Malone

Attendance: Amy Packard Bottomley, Cheryl Bean, Dick Gagnon, Thomas Malone, Lauren Giardina, Jared Locke, John Dagianis, Nauzar Vimadalal and Lisa Lanzara-Bazzani.

- I. Amy shared "MicroSociety Moments".
- II. Minutes of 11/11/15 meeting: Dick made a motion to accept. Seconded by Cheryl. VOTE: all yes. Lisa abstained as she was not in attendance at that meeting.
- III. Public & School Community Input
- IV. School Director's Update: Amy Bottomley: Amy added where MACS stands with TITLE ONE FUNDING. There is no charter school position at the DOE--there are 25 charter schools in NH right now and 2 more to open soon. Title One will be available for our students this year--for students that are struggling, but do not qualify for special ed. MACS will be able to better address those in need.
- V. VII.B EXECUTIVE COMMITTEE-BOARD RESIGNATION/NOMINATIONS  
Resignation letter from Theresa Roach was read. A motion was made, with regret, to accept the resignation of Theresa Roach. Seconded by Cheryl. VOTE: motion carried.  
We will send a letter to Theresa Roach, Marc Sylvester, and Dave Cronin expressing our gratitude for their dedication and their names will continue as founders and respected Board Advisors.  
NEW NOMINATIONS: Dick made a motion that we vote in the nominees as presented: Lauren Giardina, Jared Locke, John Dagianis, Nauzar Vimadalal, and Kathy DeMello (not present). Seconded by Cheryl. Motion carried.  
Dick made a motion to waive rule so that the new Board nominees can participate in tonight's discussion pending their CORI approvals which should be official in January. Seconded by Lisa. Motion carried.
- VI. TREASURER'S UPDATE: Cheryl  
see attachments (4 pages)
  - 1)Lisa made a motion to accept. Seconded by Tom. Motion carried. July 1 to June 30th is our Fiscal Year--runs a year ahead. We are currently in (FY 16)
  - 2)Letter on file from St. Phillips regarding a reimbursement check received today from St. Phillips. \$1450.00.
  - 3)Playground Status FoMACS; Motion made by Cheryl to accept 2 & 3. Seconded by Nauzar. Motion carried.
  1. Officers/Board Liability Coverage: (through Hanover & Santo Insurance and Financial Services)Dick made a motion to refer this as a followup to the finance committee to look into officers/board liability. Seconded by Cheryl. Motion carried.
  2. ACCOUNTING BIDS: MACS owns Quickbooks to help streamline actuals and the budget--to get us on a good path to push forward. Our business manager will do quarterly check-ins. A motion was made by Dick to ask Day, Korbey & Murphy, PC-CPA's to supply us with an official contract for review and ask Wescher to do the same. We would like to bid with a contract and we will supply them with all of our information. We will have to have an emergency board meeting to make the final selection. We may have to cap the hourly rate. Amy will do a cover sheet to both firms and will work with Cheryl to forward all information to both firms. Seconded by Cheryl. Motion carried.

- A. NNN: RE Taxes: Triple Net Lease here at MACS--Everything is on us. Albert Adriani called the City of Nashua. We owe Albert \$8484.96 for taxes. Cheryl stated that that money has been allotted for in the Foundation Account.

VII. OLD BUSINESS:

- A. FACILITIES COMMITTEE: Dick & Amy (quotes are just for what is built in the building today)

- 1. SHADES/BLINDS: \$5451.00 TOTAL includes film, roller and wood

FILM for windows \$1989.00 covers 56 windows on second floor and 2 on the first. Faux wood and blinds in reception \$192.00 and for pulley blinds \$3070.00.

Dick made a motion to purchase from Budget Blinds. Seconded by Lisa. Motion carried.

- 1. Next Steps & Bids: Albert sent an email today. 3 rooms total (music, art, and 2 other rooms) The cost is \$25,000 Labor only not including material. He is not in a position to front money right now. We will need to finish at least one room to house Grade 6 for next year--done by the summer. Dick made a motion to refer this to the Facilities Committee to start working on this plan (Dick & Amy). Seconded by Cheryl. Motion carried.

VIII. VISION & EVALUATION COMMITTEE UPDATE:

- 1. School Director Evaluation draft is attached--a four page rubric

EXCEEDS 4 pts.

PROFICIENT 3 pts.

PROGRESSING 2 pts.

N/I 1 pt.

Cheryl made a motion to accept this information. Seconded by Dick. Motion carried.

1. BOARD COMMITTEE CHAIRS/PROSPECTIVE AGENDAS

Restructuring of committees...

EXECUTIVE COMMITTEE

FINANCE COMMITTEE: Chair Cheryl, Dick and Jared

DEVELOPMENT COMMITTEE: Chair Lisa, Kathy, Nauzar

GOVERNANCE COMMITTEE: Chair Tom, John, Lauren

AD HOC/FACILITY COMMITTEE: Chair Dick, Kathy, Nauzar

IX. NEW BUSINESS

- a. Dick made a motion to table until next meeting. Seconded by Cheryl. Motion carried. will need to be approved by 1/15/16.

X. ADJOURNMENT: Dick made a motion to adjourn-9:16 p.m. Seconded by Lisa. Motion carried.

Respectfully Submitted,

Lisa M. Lanzara-Bazzani

approved: January 2016