



MicroSociety Academy Charter School
591 West Hollis Street, Nashua, NH 03062
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**Board of Trustees Monthly Meeting Minutes
Wednesday, December 12, 2018
Micro/Multi-Purpose Room**

- I. 6:35 pm Board Meeting Called to order** - Present, Tom Malone, Tom Dougherty, Jamie Hoff, Amy Bottomley, John Dagianis, Barbara Halevi, David Glasier, and Nauzer Vimadalal.
- II. School Director's Report**
 - a. Micro Moment shared by Amy. Board agrees that the new Kindness Squad reflects an important part of MACS' mission of teaching children to be good citizens.
 - b. Title grants have come through. Two new grants this year are Title III (\$1,216.00) (specific for ELL) and Title IVA (\$10,000) (to help foster the well-rounded student; will be used to address Social Emotional Learning).
- III. Board Meeting Minutes.** Tom D. makes motion to accept Nov. meeting minutes. Jamie seconds. All, YES; no NOs. Minutes accepted.
 - a. Tom M. makes note of all the committee meeting minutes that have been distributed for the Board's information prior to the meeting.
- IV. Public or Community Appearances.** No members of the public were present.
- V. Treasurer's and Financial Committee Reports.**
 - a. Tom D. is preparing a revised summary for future Board meetings, which will summarize the monthly cash balances, income, expenses, and adjustments. Goal is to give the Board a better report for review.
 - b. Finance Committee Worked through the year-to-date actuals through November.
 - i. Highlights – security grant came in. Title grants mentioned above. Facebook donations are higher than projected.
 - ii. Contingency account was reviewed. Requesting Board approval to move \$40,000.00 into the contingency account.
 1. Tom D. makes motion (out of Finance Committee) to add \$40,000.00 from operating funds to contingency funds (total in contingency will be about \$80,000). Jamie seconds. All YES; no Nos. Motion approved.

- iii. Re: regular ed line item in budget; Committee recommends that future annual budgets consider that certain months include extra weeks in pay to make that line item more accurate.
- iv. Committee will prepare a calendar of events for yearly events. Will present to Board for review in January.
- v. Note that Facilities Committee voted to approve 3-year renewal of contract for internet filtering service.

VI. Governance/HR Committee.

- a. Will continue to determine whether the meeting evaluation is providing useful feedback. No major negative trends. Lisa will continue to review.
- b. Comm. reviewed the provisions of the student handbook and relevant RSAs regarding suspension and expulsion. Discussion of interplay between school policies and RSAs when director considers suspensions and other disciplinary measures.

VII. Executive/Nominating Committee

- a. Committee is intending to interview prospective board member.
- b. One parent expressed interest in the parent representative role, but has not been in touch with Tom. M. about scheduling an interview. Existing parents are interested in renewing their terms in January, if no new parent representatives are interviewed and selected for nomination.
- c. Annual meeting will occur in January. Topics that will be considered at the annual meeting include:
 - i. No Board members are up for renewal of their 3 year terms.
 - ii. Election of officers (1 year term).
 - 1. Nomination Comm. will gauge interest and propose a slate of officers.

VIII. Facilities Committee Update

- a. Main fire control panel is out. Patch workaround is in place. Amy seeking a quote to fix. This is a priority item that will need to be fixed ASAP.
- b. Tom D. motions to provide Director full authority to proceed with repair/replacement the main fire panel, up to a cost of \$10,000. Barbara seconds. All YES, no NO. Motion approved.

IX. Development and Marketing Committee

- a. Will be asking Board members to suggest messages for pylon sign
- b. Ads are being published in Chamber of Commerce newsletter
- c. Committee is continuing to discuss strategies for growing donor base, including hosting some kind of VIP event highlighting a day in the life of MACS students. Have started an invite list.
- d. Committee will provide a draft of the 30 second elevator pitch for Board review
- e. Still working on planning for a switch of the website to WordPress.
- f. Amy following up with Boston Billiards. If MACS does not get selected for all 10 days by Boston Billiards, will follow up with The River.
- g. Marketing materials – Tom D. met with Spectrum Marketing. Will be printing new folders shortly. Also Spectrum Marketing has offered a field trip to MACS students. Amy will follow up.

- h. Moving ahead with a business card design.
- i. Amy was approached by Lawrence Academy admissions. They will be returning for another site visit.

X. Ad Hoc Exploratory Committee

- a. Jamie motions to go into Executive Session. Nauzar 2nds. Roll Call taken.

Tom M; YES	Tom D; YES	David; YES	
Jamie; YES	John D; YES	Nauzar; YES	Barbara; YES

- b. After roll call, entered into Executive Session at 7:58 pm.
- c. Jamie motions to come out of Executive Session. Amanda 2nds. Roll Call taken.

Tom M; YES	Tom D; YES	David; YES	
Jamie; YES	John D; YES	Nauzar; YES	Barbara; YES

- d. After roll call, Executive Session ended at 8:36 pm.

XI. Adjournment

- A. Tom D motions to adjourn meeting. David 2nds. All, YES; no, NOs. Meeting adjourned at 8:37pm.