



MicroSociety Academy Charter School
591 West Hollis Street, Nashua, NH 03062
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Board of Trustees Monthly Meeting Minutes
Wednesday, January 10, 2018 6:30-8:30 PM – Micro/Multi-Purpose Room

- I. Convene – Meeting convened at 7:40PM
 - A. Present were Tom Malone, Tom Dougherty, Amy Bottomley, John Dagianis, Nazur Vimadalal, Cheryl Bean, Jamie Hoff, Lisa Petralia, Barbara Halevi, and Amanda Schneck.
 - B. Dick Gagnon’s communication was read to the board. He is unable to take on a new term. Tom Malone notes that a letter of thanks should be drafted and sent to Dick for his outstanding efforts as a member of the board of trustees.
 - C. Amy notes that Sylvia from the MicroSociety, Inc office sent along a letter of congratulations on our recent news articles.

- II. Meeting Minutes from December 13, 2017 - John D. questioned why minutes didn’t state that we had agreed to host the International Meeting. Amy noted that we didn’t have the bandwidth to coordinate/host this year, but we would consider for following year. Tom D motioned to accept minutes; Jamie seconds. All “YES” no “NO”; motion carried.

- III. Public and School Community Appearances
 - no members from the public or school community were present.

- IV. School Director’s Report
 - A. Amy explained that the BOE grant recommended us for safety and security grant to receive 80% (the most that can be given). This will be used for cameras and film.
 - B. Amy also explained that she had received a grant to start a robotics club. This will allow us to have one middle school team and one elementary aged team. Due to regulations of the grant at least 50% of the elementary aged team must be girls. There will likely be more students interested in joining the teams than there will be spots on the team. John asks if there was money for additional teams would the spots be filled? Amy believes this would be the case but will confirm if there is enough staff and participant interested in two additional teams. if so, John and Jamie agreed to pay for the additional materials needed to start those teams.
 - C. Motion to accept director’s report made and seconded. All “YES” no “NO”; motion carried.

- V. Treasurer’s Report
 - A. It was noted that the contingency line went down. This is because the HEFA loan should be coming out of Enterprise account. This will be fixed by the next report.
 - B. It was also noted that the projected budget spend on maintenance is higher than expected.
 - C. Amy will be moving some additional line items including the new administration assistant and the 2nd language support which are on the wrong lines. Amy is working with Terry to put expenses in the correct lines.

D. Tom D motions to accept the Treasurer's report. Jamie seconds. All "YES" no "NO"; motion carried.

VI. Old Business

A. Finance Committee

1. The Executive Committee OK'd \$1500 for extra sprinklers required in our buildout. The cost of the buildout still remains under \$21K.

B. Facilities committee

1. See above on buildout.
2. Storage unit ordered and installed.
3. Nazur volunteered to research cost of guardrail. He will report back.

A. Development and Marketing Committee Update

1. Board skills map almost complete with three new areas of expertise added. Will send to everyone once complete so all can see areas of need.
2. The committee is looking to add new revenue stream. There is a tax credits workshops in January - Lisa and Jamie to attend and a NH Nonprofits funding sources workshop in January - Lisa, Jamie and Amy to attend
3. Marketing Materials - 100 folders were completed and delivered. We will continue with new piece "what is Microsociety"
4. The variance meeting for our outside sign is on the city docket for January 23rd.
5. Once the board skills map is complete it will be handed over to the nominating committee to use when recruiting for new members.
6. Governance committee to take on evaluating board and individual skills to be sure we're meeting the mission of the board.
7. We have applied for a grant from Jeanne d'Arc for a system to allow kids to use credit card/banking machine to further understand financial literacy.

VII. New Business

A. John D. asked when budget needs to be proposed. March. Need to get started so we can move forward with teacher COLI and contract/benefits.

B. March 14th Tom Malone will be out of the country. Tom D will chair the meeting. Discussion about whether or not we should move the February 14, 2018 meeting due to Valentine's Day. We will move the next meeting to February 7, 2018 at 6:30 pm.

C. Jamie moves to adopt a resolution to thank Dick Gagnon for his years of service. Tom D. seconds.

D. Don't forget the signature event on February 2, 2018. Silent auction and event.

E. Reminder that we are the Boston Billiards Nonprofit recipient February 3-11.

F. Tom D would like to get headshots of all board members for the website. He will bring his camera/ backdrop to take photos at our February meeting.

G. Jamie motions to adjourn the meeting. John seconds. All "YES" no "NO"; meeting adjourned at 8:30pm