



**MEETING MINUTES  
CAPITAL CITY PUBLIC CHARTER SCHOOL BOARD  
REGULAR SESSION**

**May 17, 2016**

**Attendance:**

Trustees: Fred Sherman, Hiram Puig-Lugo, Maggie Boland, Alison Arnold, Rochanda Hiligh-Thomas, Raël Nelson-James (phone), Joe Michalczyk (phone), Kristi Craig (phone), Alix Guerrier (phone)

Staff: Karen Dresden, Jonathan Weinstein, Pam Daley, Emily Rodegast

Guests: Susan Ebersole (CBP Fellow), Brad Olander (Ed-Ops), Shelley Jacobson (Ed-Ops)

*Meeting called to order at 6:35 pm*

**Welcome**

Karen shared information about end of year events. She encouraged trustees to sign-up to participate in portfolio and senior expedition panels. Many panelists are needed and it provides a great opportunity to see the program in action. Contacts are noted on the listing for end of year events provided in the board packet.

Maggie Boland, Vice-Chair, is facilitating the meeting in Anne Wallestad's absence. This is the last scheduled meeting of the fiscal year.

**Consent Agenda**

*The Board voted unanimously to accept the consent agenda that includes minutes from the March meeting, the March school report, and Finance Committee minutes.*

**FY17 Budget Presentation**

Shelley from Ed-Ops walked through the FY17 budget presentation that was provided in the board packet. School leaders worked with Ed-Ops staff to develop the FY17 budget. The Finance Committee reviewed at a recent meeting on May 2. The budget provides conservative, but realistic assumptions. The \$20.4M FY17 budget has a positive net income of \$356K. Even after planned facilities spending, we are expecting to end FY17 with \$9.3M of cash or 6 months of cash on hand. We do not currently have lease payments and this contributes to this strong cash position. We have a strong track record of outperforming our budget in recent years.

Karen provided a program summary in the packet. The FY17 supports the program and is similar to FY16 budget both in terms of revenue and spending profile. The School Performance Committee discussed at recent meeting. The Development Committee reviewed fundraising assumption and feel that they are realistic and attainable.

*The Finance Committee made a motion to approve the FY17 budget. The Board voted unanimously to approve the FY17 Budget. The budget will be submitted to the PCSB in advance of the June 1 deadline.*

### **Theatre Fundraising**

The Development Committee would like to see the current board class that initiated the theatre project make a meaningful contribution. The Committee is proposing that the board jointly funds one of the naming opportunities like the lobby. We must raise \$25,000 to name the lobby. We have \$10K pledged by Anne and Maggie (and their partners) and we encourage other board members to make pledges. Reach out to Pam Daley with your pledge.

The Board is also planning a Happy Hour on June 30<sup>th</sup> at the 201 Bar near Union Station. Raël is the lead for this event. Pam Daley will send invites to board members who can then forward to their contacts. Everyone is encouraged to attend and invite people. The space we reserved may be adjusted based on numbers so everyone should make sure to RSVP.

Theatre fundraising materials are ready and available (2-pager, postcard, naming opportunities). There is also a theatre fundraising page-[www.ccpes.org/theatre](http://www.ccpes.org/theatre).

### **Governance: FY17 Slate**

Rochanda shared the FY17 slate. Hiram and Joe are rolling off of the board, but everyone else is remaining. The FY17 slate along with new committee assignments were shared on a grid in the packet. Proposed officers are: Jean-Claude Brizard as Chair, Nick Rodriguez as Vice-Chair, Fred Sherman as Treasurer, and Rochanda Hiligh-Thomas as Secretary. New officers would take over their roles on August 1<sup>st</sup> rather than July 1<sup>st</sup> due to Karen's sabbatical.

We have three board openings to fill spots on School Performance, Finance and Development. We have candidates for Finance and Development who still need to visit the school and meet with committee members. We will likely vote on these two slots in September. We have a strong candidate for School Performance—Sarah Dillard. Karen shared a summary of Sarah's experience. Sarah has visited the school and met with Karen. She also had meetings with Alix, Jean-Claude, and Nick. Alix shared that Sarah has strong experience, a commitment to education, and brings a skillset that is different from current SPC members. Bringing her on the board now would bring our numbers back to an odd number, which is required, and it would also allow Sarah to be involved with work of the School Performance Committee over the summer.

*The Board voted unanimously to invite Sarah Dillard to join the Board of Trustees. The Board also voted unanimously to approve the FY17 slate of officers, members, and committee assignments as proposed with new officers assuming their roles on August 1, 2016.*

### **FY17 Board Calendar**

A draft calendar was included in the packet, but some board members have conflicts. Karen will circulate a poll before finalizing dates. We hope to finalize the calendar soon.

### **Acknowledging Departing Board Members**

Departing board members, Hiram and Joe, were acknowledged for their board service.

***The meeting adjourned to Executive Session at 7:50 p.m.***