



CEMCO BOARD OF TRUSTEES REGULAR MEETING

March 18, 2015 Minutes

General Session

Board Members Present:

- Liliana Hudescu
- Grace Barkley
- Regine Monestime
- Keith Candline
- Marty Colvin

Board Members Not Present:

- Penny Clarke Johnson
- Meaghan Singletary

Ex Officio Members Present:

- Carlos Hernandez
- Meredith Shriver

Ex Officio Members Absent

- Stephanie Babcock-Wright

I. CALL TO ORDER

- a. Meeting called to order at 5:56 PM

II. APPROVE AGENDA

- a. Motion to approve agenda as presented to board by Grace Barkley 2nd by Marty Colvin, motion passes with unanimity of votes

III. APPROVE MINUTES –

- **June 25, regular Board meeting**
- **October 22, November 19, December 17, 2014, January 21/2015, February 18.2015 –all regular Board meetings**
 - Motion to approve minutes for October 22, 2014, as presented to board with the intention of fixing typos in agenda and updating names made by Grace Barkley, 2nd by Marty Colvin, passed with unanimity of votes
 - Motion to approve minutes for November 19, 2014, as presented to board with the intention of fixing typos in agenda and updating names made by Grace Barkley, 2nd by Marty, passed with unanimity of votes
 - Motion to approve minutes for December 17, 2014, as presented to board with the intention of fixing typos in agenda and updating names made by Grace Barkley, 2nd by Marty, passed with unanimity of votes
 - Motion to approve minutes for January 21, 2015, as presented to board with the intention of fixing typos in agenda and updating names made by Grace Barkley, 2nd by Marty, passed with unanimity of votes
 - Motion to approve minutes for February 18, 2015, as presented to board with the intention of fixing typos in agenda and updating names made by Grace Barkley, 2nd by Marty, passed with unanimity of votes

III. COMMENTS FROM THE PUBLIC (3 minutes per person)

- a. Comments from public ... Catherine Morrissey ... there was a question from PTO about flexibility option that's being implemented and they want to know how this will affect us ... the end of year gift was addressed and the PTO reached out to Stephanie Babcock-Wright and the PTO budgeted about 1000.00 ... PTO wanted to know if the board still needed child care for meetings.
- b. Liliana Hudescu asked Ms. Meredith to follow up on PTO's question about the flexibility options

V. COMMITTEE REPORTS

C. Board Governance

- **Report as presented; open discussion regarding Board calendar, and time of annual Board training**
 - Keith Candline ... last meeting was very short because only Keith Candline and Regine Monestime attended and there were items we could not discuss ... Governance asked to manage succession and attrition planning for the board ... we need to get back on schedule of holding an annual meeting in the summer time ... want to introduce a motion that the bylaws be revised to change when the annual meetings are prescribed (i.e. end of school year, etc.), realign what are bylaws say
 - Liliana Hudescu ... BOE want us to finalize our annual board training

- Grace ... June initial meeting and July training or a July initial meeting and an August meeting
- Keith ... holding the annual meeting like the PTO in May ... maybe find a time in the summer to hold a meeting and plan for the upcoming school year.
- Liliana Hudescu ... says Keith will work on coming up with wording and email to board
- **Board candidate interview**
 - Candidate was interviewed and we will be in touch
- **Secretary update regarding Board documents management**
 - Regine Monestime ... two binders are done, other items have been printed and now they just need to be organized and hole punched and placed in binders

A. Academic Excellence

- **Report as presented**
 - Any questions about his report should be sent to Meaghan Singletary

B. Human Resources

- **Consent Agenda**
 - motion to approve consent agenda as presented to board made by Keith Candline second by Grace Barkley, motion passed with unanimity of votes
- **Report as presented ;updates regarding Executive Director evaluation**

D. Campus & Facilities

- **Committee level report as presented**
- **F&F manager Facilities Report**
 - Carlos Hernandez ... March 21st beautification date set (landscaping) PTO providing water ... storage unit cleaning has begun and Marty will take pictures of items that will be sold and it should be emptied in the next couple months ... Marty is taking charge on updating the ramps ... parking lot repair kit has been purchased by Carlos and he will try to get them filled this weekend ... GMAS testing preparations are on the way (getting tables and chairs together, make sure power/electricity is all set for students to take the test) ... all training and certifications are going well ... seeing if teachers can be CPR trained ... Long terms funding for new building, cottage leases have been updated

E. Finance –as part of the F&F committee

- **Committee level report as presented**
- **Recommendations to approve :**

- **Financial documents -as presented**
 - motion to approve the financial documents for February 15 as presented to board made Grace Barkley, second by Regine Monestime, motion passed with three votes in favor and one abstaining by Keith Candline
- **Finance and Facilities manager Financial Report**
 - See attached

F. Marketing, PR & Communications

- **Report as presented**
 - See attached

G. Compliance & Regulations

- Nothing to report

H. Measurement & Effectiveness

- Nothing to report

VI. EXECUTIVE DIRECTOR'S REPORT

- **HMCI report**
 - Please see attached

VII. PTO TRUSTEE REPORT

- PTO thanks everyone for contributing to Family Fun Night

VIII. OLD BUSINESS

- None

IX. NEW BUSINESS

- None

IX. ADJOURNMENT

- Motion by Keith Candline, second by Liliana Hudescu meeting adjourned at 7:42

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- Grace Barkley
- Regine Monestime
- Keith Candline

Board Members Not Present:

- Penny Clarke Johnson
- Meaghan Singletary
- Marty Colvin

Ex Officio Members Present:

- Carlos Hernandez
- Meredith Shriver

Ex Officio Members Absent

- Stephanie Babcock-Wright

I. CALL TO ORDER

- a. Meeting called to order at 7:42 PM

II. APPROVE AGENDA

- a. Motion to approve agenda as presented to board by Grace Barkley 2nd by Keith Candline, motion passes with unanimity of votes

III. APPROVE MINUTES:

- **June 25, regular Board meeting**
- **October 22, November 19, December 17, 2014, January 21/2015, February 18/2015 –all regular Board meetings**
 - Motion to approve all minutes in block as presented to board with the intention of fixing typos in agenda and updating names made by Keith Candline, second by Grace Barkley passed with unanimity of votes

IV. COMMENTS FROM THE PUBLIC (3 minutes per person)

- a. None

V. COMMITTEE REPORTS

A. Academic Excellence

- **Report as presented**
 - Any questions about his report should be sent to Meaghan Singletary

B. Human Resources

- **Consent Agenda**
 - None
- **Report as presented**
 - See attached

C. Board Governance

- **Report as presented**
 - See attached

D. Campus & Facilities

- **Committee level report**
 - See attached
- **F&F manager report**
 - See attached

E. Finance

- **Committee level report**
 - See attached
- **Recommendations to approve :**
 - **Financial documents as presented**
 - motion to approve the financial documents as presented to board made by Grace Barkley, second by Keith Candline, motion passed with unanimity of votes

F. Marketing, PR & Communications

- **Report as presented**
 - See attached

G. Compliance & Regulations

- Nothing to present

H. Measurement & Effectiveness

- Nothing to present

VI. EXECUTIVE DIRECTOR'S REPORT

- **HCMI report**
 - See attached

VII. OLD BUSINESS

- None

VIII. NEW BUSINESS

- None

IX. ADJOURNMENT

- Motion by Keith Candline, second by Liliana Hudescu meeting adjourned at 7:53 P.M.