

Board of Directors – FSAS | MINUTES

Meeting date, time 7/19/2018 5:30 AM | Meeting location FSAS, Gray, ME

Meeting called by Adam Gilman, Chair
Type of meeting Regular Meeting
Facilitator Adam Gilman, Chair
Secretary Penny Collins, Secretary

Attendees:
Adam Gilman, Chair
Alyson Spencer-Reed, Vice Chair
Penny Collins, Secretary
Bill Doughty, Board
Vincent Micale, Board
Also Present:
Jacinda Cotton-Castro, Executive Director
Excused:
Melanie Prinz, Treasurer

Meeting called to order at 5:35 pm.

Quorum of 5 present at start of meeting.

AGENDA TOPICS

Review of Minutes

*Motion to accept June 9th, 2018 minutes by B. Doughty
2nd by A. Spencer-Reed
Discussion: None
Motion passed 5-0*

Finance Committee Report | M. Prinz

Budget update: The number of students we can budget to is based on Oct of the previous year. Our enrollment for FY19 is strong and we have had a one-to-one teacher give notice who we will not currently need to replace. We are able to add in the part time Atelierista into the budget and the bottom line will remain close to what was originally set as a goal. Discussion related to remaining prepared to meet needs of any children who may need special education support from year to year as new students join the school.

*Motion to approve changes to FY19 annual budget as presented, by B. Doughty
2nd by A. Spencer-Reed*

Discussion: Clarifying questions regarding salary, expansion budget, and staff projections. Brainstorming around reserving funding for art programs and/or visiting artists until an Atelierista position is fully funded.

Motion retracted by B. Doughty

*Motion to approve changes to FY19 annual budget with changes to the Atelierista and enrichment lines, by A. Spencer-Reed
2nd by B. Doughty
Motion passed 5-0*

School/Center Joint Meeting | A. Gilman et al.

Review of upcoming joint meeting with Fiddlehead Center Board of Directors and protocol to be used during that session. Goals are to talk about the future hopes for both programs, space usage, and thoughts on use of space in the future. Expected to be a first meeting in an ongoing process with next meeting date set before adjournment.

General Discussion/Announcements | A. Gilman et al.

Looking at the future meetings for the coming school year, does the Board want to move back to weeknight evenings? August meeting is set, future meetings to be set for the year at or before next meeting. Temperature reading taken by group and will look at evening meetings for FY19, potentially Thursdays.

“Norms and Protocols” meeting held by Adam and Alyson. Committee meetings requested to be held at least two weeks before planned Board meetings, and meeting minutes to be provided to Chair one week before Board meetings. Norms and Protocols meeting again in August.

Upcoming important dates: Board Meeting - August 21 at 6:15 pm. Fall Harvest Annual Campaign kickoff - October 27, 2019 (Targeted at school community to launch fundraising toward annual budget).

Board/Admin Google calendar - owned by Karen and shared to Board. All members expected to put their vacation calendars up for transparency. It was recommended members add committee meetings monthly as well.

Question on status of Executive Committee; deferred to August meeting.

Governance Committee | A. Spencer-Reed

Committee meeting in July and planning to send out a Board survey on August 1.

Motion to enter executive session to discuss board membership at 6:24 pm, per ME Title 1, Chapter 13, Subchapter 1, §405, 6. A. (1), by A. Gilman.

2nd by A. Spencer-Reed

Motion passed 5-0

Motion to leave Executive Session at 6:29 pm by B. Doughty

2nd by A. Spencer-Reed

Motion passed 5-0

Motion to appoint two new board candidates by A. Spencer-Reed

2nd by V. Micale

Discussion: none

Motion passed 5-0

Personnel Committee Report | P. Collins

*Motion to enter executive session to discuss personnel at 6:32 pm, per ME Title 1, Chapter 13, Subchapter 1, §405, 6. A. (1), by A. Gilman
2nd by A. Spencer-Reed
Motion passed 5-0*

*Motion to leave Executive Session at 6:38 pm by A. Spencer-Reed
2nd by V. Mercala
Motion passed 5-0*

*Motion to approve slate of candidates for hire as presented by Personnel Committee at compensation levels as determined by salary grid, pending all reference checks, by A. Gilman
2nd by P. Collins
Discussion: none
Motion passed 5-0*

Jacinda received written notice by Special Education Director, who has taken another position. The Director gave thirty days notice. Job has been posted and the search for a replacement begun. The admin team plans to proceed with interviews in August.

Joint Meeting with Center Board of Directors

Meeting with Center Board using “Modified Hopes and Fears Protocol” to lead discussion between the two boards. History of both organizations briefly shared. Discussion focused on “facilitating the long-term, sustainable growth of our organizations (including finding the requisite space and revenue).”

Members of each board shared themes from small group discussions, include concerns about growth, space, communication, and revenue. Shared hopes included growth of both organizations, positive communication, shared programming and space, etc. Brainstorming captured and notes given to Center Board. Short term commitments included improved communication and supporting one another’s programming. Commitment made to return to a joint session in October of 2018.

Future of Fiddlehead School/Long term Planning

Discussion and brainstorming among Board members regarding the future growth of the school and strategic planning.

Public Comment

None.

*Motion to adjourn at 9:26 pm by A. Gilman
2nd by B. Doughty
Discussion: none
Motion passed 5-0*