

Board of Directors – FSAS MINUTES

(Approved 03.20.2021)

Meeting date, time 02/13/2021, 8:30am | Meeting location: Online

Meeting called by William Doughty, Chair

Type of meeting Regular Meeting

Facilitator William Doughty, Chair

Secretary Carolyn Beem, Secretary

Attendees:

Bill Doughty, Chair

Sally Morris Vice Chair

Ben Kramer, Treasurer

Carolyn Beem, Secretary

Penny Collins, Board member

Doug Lynch, Board member

Meeting called to order at 8:35 AM

Quorum of 6 present at start of meeting

Also Present: Jacinda Cotton-Castro, Executive Director

Additional Attendees: Shelly Reed from Maine Charter School Commission; FH Educators Liz Harrington, Mara Wiggin

Excused: Melanie Prinz, Board member;

Vincent Micale, Board member

AGENDA TOPICS

Public Comment:

Shelly expressed praise for the great meeting the Commission had with JCC and WD.

Approval of January 19 Minutes:

Motion to approve: Doug

Second: Penny

Discussion: None

Approved: 6:0

Executive Director Update:

JCC walked through the highlights of the Executive Director's report: FH has had In-school teaching since September 9, and although not without its challenges, we've seen great results - in no small part based on the heroic efforts of staff.

SRA Application came through; we have Corona relief funds to good use and the school has been reimbursed for all expenditures.

Working on YURT (Youth Uplifting Research Training!). Plans are underway to locate the structure at Thompson's Orchards, which provides access to 200 outdoor/nature based acres.

Questions regarding YURT: Will safety training for teachers be in place? Yes, SOP for safety are/will be in place. Availability of bathrooms? Yes. Will Orchard have access to YURT off hours (as in for wedding guests)? Yes, approved uses clearly outlined in the MOA.

Consider Memorandum of Agreement with Thompson's Orchard

This memorandum outlines the agreement to keep the Youth Uplifting Research Training (YURT) facility at Thompson's Orchard.

Motion to approve: Sally

Second: Ben

Discussion: Providing Thompson Orchard with first right of first refusal, should FH decide to sell the asset, as noted in the MOA

Motion approved: 6:0

Finance Committee and Treasurer's Report

Update on budget FY 20-21

Treasurer's Report

FY 20-21 P+L Report

Update on Finance Committee work on draft FY 21-22 budget

From a cash flow perspective, it is very positive that the reimbursement from the State for COVID related expenses has come through.

Budget trending on track; Finance Committee working on 21/22 budget

Request from Finance Committee is to move \$40k out of reserve account into CIP account so facilities can begin tending to building needs (project specific), based on the list of 'to-do's' and related expense/costs from Facility Committee.

Motion to approve the Treasurer's Report: Ben

Seconded: Doug

Discussion: Custodial services expenses

Motion Approved: 6:0

Motion to transfer \$20K from operating account per our FY 21 budget , plus \$20K from recoupment of allocated building purchase funds to CIP account: Penny

Second:Ben

Approved: 6:0

Calendar Items

Consider using March 25 as parent/teacher conference, non-student day.

Motion to approve calendar change: Carolyn

Second: Sally

Discussion: None

Motion approved: 6:0

Consider requesting a waiver of 175 day requirement from DOE: minimum 165 student days; 8 staff days, if no additional snow days would increase student days

Motion to approve the Board draft a letter to the State requesting a waiver required student days from 175 to a minimum of 165: Penny

Second: Sally

Discussion: None

Approved: 6:0

Personnel Committee

Informational: Update on Board discussions of increased benefits for Fiddlehead staff

Goal is to establish short and long term leave; FMLA; potential for retirement funding

Sally walked through progress to date with fact finding.

Budget for 2021-22 Board calendar

Feb meeting and Budget workshops

Dates:

March 6 8:30 AM- Budget workshop

March 20 8:30 AM-- Board meeting and budget workshop

March 27 8:30- Budget workshop, if needed

Executive Session to discuss personnel matters

Motion to enter Executive Session(s): 45.6A to discuss personnel matters 10:08 AM: Sally

Seconded: Penny
Discussion: None
Motion passed: 6:0

Motion to exit Executive Session(s): 405.6.A 10:45 AM: Sally
Seconded by: Ben
Motion passed: 6:0

Motion to accept with regret and gratitude the retirement and resignation of Fiddlehead employee, effective February 26, as discussed in executive session: Penny
Second: Sally
Discussion: None
Approved: 6:0

Other Items/Closing

Next Scheduled Meeting: Budget Workshop, Saturday, March 6, 8:30 AM

Meeting Evaluation: Board norms and protocols

Motion to adjourn: Sally
Seconded: Ben
Passed 6:00

Meeting adjourned at 10:50 AM