

# Board of Directors – FSAS MINUTES

*Approved 5.15.2021*

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Meeting date, time 04/17/2021, 8:30am | Meeting location: Online via Zoom

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

Vincent Micale, Board member

Melanie Prinz, Board member

**Also Present:** Jacinda Cotton-Castro, Executive Director

**Additional Attendees:** Shelley Reed, Maine Charter Commission; Bobbie Pollard, Business Manager, Jen Damon, teacher

**Excused:** None

**Meeting called to order at 8:39 AM**

Quorum of 8 present at start of meeting

## AGENDA TOPICS

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Public Comment: Shelley Reed expressed thanks for the work Fiddlehead and the Charter School Community put into defeating legislation LD 604

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Approval of April 3, 2021 Special Meeting Minutes

Motion to Approve: Doug

Second: Ben

Discussion: None

Approved: 7:0 (1 late)

Approval of March 21, 2021 Minutes:

Motion to approve: Sally

Second: Doug

Discussion: None

Approved: 8:0

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### Executive Director Report

Update on plans for April 27 return to 4 days a week. Jacinda expressed gratitude and pride with what's been accomplished in the last month by staff, families, and the Board. Highlights: Team is ready for reuniting! Update on timing on hiring was provided. Work continues on the budget. LD 604 had tremendous outpouring of support from the Charter community. Fingers crossed for raising the YURT in the next week at Thompson's Orchard. Planning for next year is ongoing (!).  
Discussion: COVID and returning to in-person school.

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### Finance Committee and Treasurer's Report

Financial Reports

Update on FY 20-21 budget

*Motion to approve the Treasurer's Report: Penny*

*Second: Doug*

*Discussion: None*

*Motion Approved: 8:0*

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Recommendation on moving reserve funds

*Motion to approve allowing the Business Manager to transfer funds from operating account into the USDA account on a monthly basis (\$584.70 per Business Manager): Ben*

*Second: Sally*

*Discussion: None*

*Motion approved: 8:0*

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Recommendation on auditor: Ben presented the proposal for auditor

*Motion to approve RKO as Auditor for coming year: Ben*

*Second Penny*

*Discussion: None:*

*Motion approved: 8:0*

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## **Budget:**

Ben walked the Board through an overview and highlights of the 2021-2022 (FY22) budget. Ben and Jacinda explained the final recommendations from the Finance Committee on the budget for next year including staffing (and potential staffing) needs.

*Motion to approve paying the balance of the bus loan (payoff amount as of 4/27/2021 is \$18,712.29, per Business Manager) from surplus funds from this year's budget: Sally*

*Second: Ben*

*Discussion: None*

*Motion passed: 8:0*

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*Motion to approve the FY22 Budget as presented by the Finance Committee, amended to include the addition of \$3,000 to line 144, HR support contractor: Ben*

*Second: Melanie*

*Discussion: None*

*Motion Approved: 8:0*

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## **Calendar Items**

Regular meetings:

May 15: Regular Meeting - Discussion ensued regarding in person or zoom. Straw poll taken

June 12: Regular meeting (Note date change)

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## **Other Items/Closing**

Meeting Evaluation: Board norms and protocols

Next meeting: Saturday, May 15, 8:30AM (regular meeting) via Zoom

*Motion to adjourn: Ben*

*Seconded: Sally*

*Passed 8:0*

*Meeting adjourned at 10:01 AM*