

**Board of Trustees Meeting**

**June 8, 2021**

**8:00 AM to 10:00 AM**

ADAIR Restaurant & Inn, Bethlehem, NH

APPROVED

**Present Absent**

Georgia Caron, Chair Marion Anastasia, Board Member

Troy Merner, Board Member Evelyn Hopkins, Board Member

Melanie Robbins, Vice-Chair

Catalina Celentano, Board Member

Amy Ingerson, Board Member

Judith McGann, Secretary/Treasurer

Lisa Lavoie, Superintendent

Marcella Shamberger, Accounting/Office Manager

Kim Spaulding, Administrative Assistant

**Introductions/Welcome/Call to Order:**

Georgia Caron called the meeting to order at 8:13 AM.

Introductions were given. Lisa introduced Marcella to the board. The board welcomed her to the Charter.

**Approval of Minutes: May 20, 2021**

Georgia asked for a motion to approve minutes. A motion was made by Amy and seconded by Catalina to accept the May minutes as is. **Board unanimously approved.**

**Boston Harbor Wealth/Raymond James Financial Services:**

Tom Brussard from Boston Harbor Group joined the board meeting via ZOOM. He spoke briefly about the Charter investments. Unfortunately, the internet was not strong enough so the board has invited him to join us at a meeting in the 2021-2022 school year. Meanwhile, Lisa and Marcella will follow up with Tom with a goal of having him attend in person at September’s meeting.

**2021**-**2022 Board of Trustees:**

Lisa handed out certificates to the board members and thanked them for their leadership, time, and commitment to the charter school governance.

Election of Officers for the next school year, 2021-2022:

* Georgia nominated Melanie for Chair
* Georgia nominated Catalina for Vice Chair
* Melanie nominated Georgia for Treasurer\Secretary

The members discussed the officer roles and all nominated agreed to serve in the positions. Amy made a motion to accept the new 21-22 board officers and it was seconded by Troy. **Board unanimously approved.**

Lisa reviewed the 2021-2022 Board Meeting Schedule handout. The board members agreed to keep the schedule and time of the meetings the same. If the AHEAD conference room is not available next year for board meetings, the meetings will be held at White Mountains Community College in Littleton.

**Graduation:**

Lisa and the board members discussed the graduation and how nice it was to be in person. Everything went smoothly with the two ceremonies and it was nice to have AC that hot day. Planning for the Class of 2022 is in the planning stages.

**5 Year Strategic Plan:**

Lisa reported out the progress on the documentation of meeting the first year goals. Staff will be meeting as a group for the third time this year to provide input and updates. Lisa will report out in September.

**Financials:**

The training plans with Deb and Marcella are working out smoothly and the progress is going extremely well. Marcella is preparing for FY21 closeout. Lisa reported that NCCA did not meet the minimum enrollment requirement for the dental plan so NCCA will revert back to its reimbursement plan. Fund balances were reviewed. Investment strategies were discussed and it was pointed out that NCCA could possibly make more money once investment contributions and balances were over $100,000.00. At this time, Lisa was looking at recommending a $20,000.00 contribution in September with an additional $20,000.00 next year. Lisa will discuss this further at September’s board meeting.

**Superintendent Report:**

Renewal: Lisa was pleased that the State Board of Education unanimously approved the Charter’s 3rd renewal at their May’s meeting. The board discussed the final report and Lisa thanked the members for their support and participation in the process.

Mountain Washington Trip: Lisa informed the board that this was the student’s end of the year trip organized by Kim and funded through the SAP program.

Science Friday-Open House: Lisa informed the board that the event was a success. The students did a fantastic job at presenting their work with White Mountain Science, Inc. The students showed a lot of pride. Lisa thanked Melanie for attending and Melanie shared with the board the student’s work that was show cased.

Informational Meetings: Lisa and Kim will be hosting two informational meetings for the public. Kim also reached out to families of homeschooled children as well as local realtors.

Chamber of Commerce: Business After Hours-Lisa and Kim attended and made two important contacts from Adair Restaurant & Inn and from Copper Cannon Camp.

**Chair Report**

Georgia thanked everyone for their participation this year, they all worked hard and a lot of progress was made. She is looking forward to serving on board again next year. Georgia thanked the members who accepted the officer roles.

Meeting adjourned at 9:30am.