APPROVED

Alma del Mar

Minutes

Board of Trustees Committee Meeting

Date and Time
Friday January 22, 2016 at 8:30 AM

Location
26 Madeira Ave New Bedford MA 02746

Committee Members Present
B. Cunningham (remote), B. Unger, C. Arnold, J. Baptist, L. Hicks, M. Blasdale, M. Kay, W. Gardner

Committee Members Absent
None

Guests Present
A. Sheehan, E. Stainer, J. Eagle

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

C. Arnold called a meeting of the Board of Trustees Committee of Alma del Mar to order on Friday Jan 22, 2016 at 8:30 AM.

C. Approve Minutes

J. Baptist made a motion to approve minutes from the Board Meeting on 11-20-15 Board Meeting on 11-20-15.
J. Eagle seconded the motion.
The committee **VOTED** unanimously to approve the motion.

II. Executive Director

A. Executive Director's Report

Will Gardner mentioned that there has been some improvement in scholars' math scores. Our Charter approval will be up for its 5-year renewal on February 12th and approval of our request for expansion is also awaited.

III. Governance

A. Board Calendar Template

Jan Baptist explained that there is the need to include Will's goals for the year and his thoughts on fulfilling those goals in next year's evaluation. And we would continue to use the Board on Track evaluation program as well.

IV. Finance

A. December Financial Report

Bronwen Cunningham reported on the December Financial Report that everything was going along in an opportune manner. We will potentially be getting more funding per scholar. (80K/scholar) Alice is tightening the lunch program and consequent reimbursement payment needed.

B. Appendix Q Approval

V. Capital Committee

A. Capital Project Update

The construction of our new school is progressing slightly ahead of time and is now 20% complete. Will Gardner and Alice Sheehan asked for a change in the signing of the Capital Project checks in order to make timely payments. The motion was made and seconded and unanimously VOTED to permit two signatures on Capital Project checks that of Will Garner and Alice Sheehan.

C. Arnold made a motion to permit two signatures on Capital Project checks that of Will Garner and Alice Sheehan.
L. Hicks seconded the motion.

The committee **VOTED** unanimously to approve the motion.

VI. Development

A. Development Report

Jeanne Eagle reported that since our last meeting there have been about $45,000 in new individual gifts, making for a total of $47,600 in individual gifts and $131,925 overall in the annual fund. If you wish to introduce new supporters to the school the time periods of the first two Fridays of each month from 8:30 to 10:30 have been assigned for this activity. Please let Will Gardner know if you are bringing someone so he can plan. Jeanne mentioned 3 upcoming events for the school. 1. A party in March at Jeanne's for special donors ; 2. A party at Cile Hicks' Nonquitt home in July; and 3. A celebration of the opening of the new school building and the celebration of Alma's 5-year anniversary in the Fall.

VII. Board Classroom Observations

A. Classroom Observations Overview

Emily Stainer joined us and we divided into three groups to visit classrooms lead by three members of the staff (Alice Sheehan, Brittney Sousa and Liz Leiwant) to see learning in action. It was a very rewarding and fascinating experience to see the impressive work of the teachers and scholars whom we support.

VIII. Closing Items

A. Adjourn Meeting

B. Unger made a motion to adjourn the meeting.
B. Cunningham seconded the motion.
The committee **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:10 AM.

Respectfully Submitted,
M. Blasdale