

APPROVED



# Forte Preparatory Academy

## Minutes

### Forte Prep Board Meeting

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#### **Date and Time**

Wednesday January 18, 2023 at 6:30 PM

#### **Location**

- 51-35 Reeder Street (Forte Prep)
  - CLEAR Offices: 65 East 55th Street (Btwn Madison and Park), 16th floor
  - Zoom
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#### **Directors Present**

A. Rothman (remote), C. Padula (remote), D. Moskowitz (remote), E. Winn (remote), F. Lin (remote), K. Mullen (remote), L. Rodriguez (remote), V. Abrams (remote), W. Yip (remote)

#### **Directors Absent**

L. Mendez

#### **Ex Officio Members Present**

G. Browne (remote)

#### **Non Voting Members Present**

G. Browne (remote)

#### **Guests Present**

B. Johnson (remote), Damali Caine (remote), Yuna Shin, BoardonTrack (remote)

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## **I. Opening Items**

### **A. Record Attendance**

### **B. Call the Meeting to Order**

F. Lin called a meeting of the board of directors of Forte Preparatory Academy to order on Wednesday Jan 18, 2023 at 6:36 PM.

### **C. Approve Minutes**

Will approve minutes in February 2023

## **II. Governance**

### **A. Committee Update**

We welcomed YunaShin (our Board on Track account rep) to give us a walk through screen tour of the BoardonTrack portal, including new features.

### **B. Board on Track demo presentation**

Yuna shared her calend.ly link if individual Board members have tech questions or would like a 1:1 meeting tutorial. Brianna is FPA's assigned Governance Coach (BoardonTrack).

## **III. Finance**

### **A. Review Financial Update**

Leslie (EdTec) walked through November budget actuals. Finance Committee will soon launch 23-24 budget drafting, which will incorporate High School campus launch spending.

## **IV. Development**

### **A. Committee Update**

The Development Committee met virtually. Development Committee lead Ellen reminded each Board member of our annual financial giving commitment (\$2000) & confirmed this commitment operates on Forte Prep's fiscal year (July-June).

## **V. ED Update**

### **A. General Update**

- The Board welcomed & congratulated guest Damali Caine, Forte Prep's founding High School campus director.
- Executive Director updates:
  - Graham Browne previewed staffing recruitment plans in the months ahead & invited Board member support to circulate & leverage professional networks for specific central office leadership roles (COO opening).
  - Graham updated on Fund development status and priorities, noting a successful holiday/EOY push for fundraising from individual givers, via Network for Good platform, and 2023 plans to apply for new foundation grants.
  - Discussion of pro-cons of certain grant options, including with matching fundraising obligations
  - Recent encouraging conversations with several foundations

## **VI. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:20 PM.

Respectfully Submitted,  
A. Rothman