APPROVED

Eno River Academy

Minutes

Board Meeting - Special Session

Date and Time
Wednesday February 28, 2024 at 5:30 PM

Directors Present
Adam Haber (remote), Charlotte Dungan (remote), David Nagel (remote), Jeremy Greene (remote), Margaret Barr (remote), Pamela Norcross (remote), Sabrina Kordys (remote)

Directors Absent
None

Directors who left before the meeting adjourned
Charlotte Dungan

Guests Present
Kristin Martin (remote), Lindsey Sealy (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

David Nagel called a meeting of the board of directors of Eno River Academy to order on Wednesday Feb 28, 2024 at 5:34 PM.

II. Reading of Conflict of Interest and Ethics Statement

A. Reading of Statement

Conflict of Interest and Ethics Statement read with no conflicts identified.

III. Meeting Agenda Review

A. Review and revise, if needed, the meeting agenda

Added short introduction to our newest member of the Board, Adam Haber.
David Nagel made a motion to approve the meeting agenda with revisions mentioned.
Pamela Norcross seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Old Business

A. Updated By-laws

Bylaws were updated with some comments back and a version 4 will be sent out for final review by the lawyer.

Margaret B. and Pamela N. will send back comments on version 3 by Saturday, March 2nd.

Working towards the goal of completing and voting on bylaws at the March board meeting (March 19th).

B. ED Job Description and Recruitment

Pamela N. presented the Executive Director (ED) job description final draft created by the School Hiring Committee.

Discussion on having created a full-time ED role.
Pamela N. presented the Executive Director (ED) job description final draft created by the School Hiring Committee.

Discussion on having created a full-time ED role, the salary range, and posting strategy.
Charlotte Dungan left at 6:00 PM.
Pamela Norcross made a motion to approve the ERA Executive Director job description and posting strategy.
Jeremy Greene seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. New Items

A.

Introduction to Adam Haber

Short introduction to our newest member of the Board, Adam Haber. Has a financial background and has lived in Hillsborough for the past 10 years, and served on previous board of a Montessori school.

VI. Closing Items

A. Closed Session

No closed session needed.

B. Adjourn Meeting

Jeremy Greene made a motion to adjourn the meeting.
Margaret Barr seconded the motion.
The board **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 6:16 PM.

Respectfully Submitted,
Sabrina Kordys