APPROVED

The Main Street Academy

Minutes

Governing Board Meeting

Date and Time
Tuesday May 28, 2024 at 6:00 PM

Location
The Main Street Academy
2861 Lakeshore Drive
College Park, GA 30337

Directors Present
Chanel Recasner, Damion Dunn (remote), Kanetha Stephens, Kenya Morris, Lisa Bentley-Whieldon, Nkiruka Onyia, Shameka Smith, Tangi Bush, Esq. (remote), Tangie Warrior

Directors Absent
Michael Glanton

Ex Officio Members Present
Dr. Chad Owes

Guests Present
John Stiffler (remote), Richara Hughley

I. Opening Items

A. Record Attendance

B.

Call the Meeting to Order

Chanel Recasner called a meeting of the board of directors of The Main Street Academy to order on Tuesday May 28, 2024 at 6:07 PM.

C. Approval of the Agenda

Motion to approve agenda submitted by Chanel Recasner.
Lisa Bentley-Whieldon seconded the motion.
The board **VOTED** to approve the motion.

D. Approve Minutes

Chanel Recasner made a motion to approve the minutes from Governing Board Meeting on 04-30-24.
Shameka Smith seconded the motion.
The board **VOTED** to approve the motion.

E. Public Comment

No public comments received online, in person or via email.

II. April 2024 Financial Report

A. Present and approve the April 2024 Financial Report

April 2024 Financial Report presented by John Stiffler, CFO.

- Strong trends continue. Overall, Administration is spending wisely.
- Negative expenses in Title IA due to receiving grants that offset expenses.
- Challenges - None at this time. All looks good.
- Recommendations - Continue to plan for needed repairs and schedule out cost estimates.
- Financial Statements:
    - Monthly Income is $925,960; Budget was $990,939
    - Monthly Expense is $789,397; Budget was $971,826
    - Monthly Surplus is $136,563; Budget surplus was $19,113
- Budget:
    - Budget for April was $19,113, actual is $136,563, this is a surplus of $117,450.
    - Budget for FYTD was $166,931, actual is $780,757. This is a surplus of $613,825.
- Cash Flow:
    - 80 days of cash on hand
- Financial and Audit Training continues per recommendation from our auditors and to stay in the loop with Fulton County requirements.

Shameka Smith made a motion to approve the April 2024 TMSA Financial Report as presented by the CFO, John Stiffler.
Lisa Bentley-Whieldon seconded the motion.
The board **VOTED** to approve the motion.

III. Staff Reports

A. Executive Director's Report

Dr. Owes presented his Executive Director's Report. The following topics were covered:

- Propose 2024-2025 Board Meeting Calendar; requested board approval.
- TMSA received STEM Certification and Cognia Accreditation. The schooled added two Nigerian Dwarf goats to celebrate this milestone.
- Fundraising:
  - Reminder for the board to identify fundraising commitments and efforts for the 2024-2025 school year.
  - Action Required: Documented Fundraising Plan - will likely be requested for review during charter renewal.
- Human Resources & Staffing presentation by Richara Hughley
- Employee Health Insurance & Benefits Renewal presentation and Q&A by the school's insurance Broker.
- Admin Team is continuing interviewing and recruitment efforts for the 2024- 2025 School Year.
- Several Summer facilities projects:
  - painting classrooms & common areas, laying sod/grass in the gym courtyard, electrical updates as recommended by Insurance Company, and outdoor electrical updates by College Park.

Shameka Smith made a motion to approve the 2024-2025 Governing Board Meeting Schedule with the noted updates.
Tangie Warrior seconded the motion.

- Should be 5/27/25
- June meeting will be replaced with a Board Retreat (date TBD)

The board **VOTED** to approve the motion.

IV. President's Report

A. Updates from the Governing Board Chair

Updates for Mrs. Recasner:

- Board Retreat
  - Scheduled for June 29th (9am to 1pm)
  - Location to be determined. Open to location recommendations. Do not want to meet on campus.
  - Pending agenda includes the following topics:
    - Sunshine Law presentation from our attorney.
    - Recharter expectations. Reached out to our consultant.
    - Finalize updates to the Board Policy manual.
    - Officer and Committee chair elections.
    - Possible financial training (pending); Shameka to provide a Q&A document.
    - Review Board Assessment results and areas of improvement.
    - Board and Committe Goals
    - Fundraising
    - Open to other ideas from others
  - Everyone is asked to spend time reviewing the shared document (Policy Manual) and add comments by June 22nd to save time during the retreat.
  - Everyone is asked to send in their officer and committee chair nominations by June 22nd. Will send the ballot out via email on June 24th for those that aren't able to attend the retreat.

V. Unfinished Business

A. Finalize and Approve Bylaws of TMSA, Inc.

Shameka Smith made a motion to approve the TMSA Bylaw's with the recent updates and edits.
Nkiruka Onyia seconded the motion.
The board **VOTED** to approve the motion.

VI. New Business

A. Working Session-Review and Update Governing Board Policy Manual

Will table this agenda until the Board Retreat. Board members should review and complete by June 22nd. Mrs. Recasner will share the link to the working document to all board members again via email.

VII. 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 7:31 PM.

Respectfully Submitted,
Chanel Recasner

Documents used during the meeting

- April 2024 TMSA Financial Snap Shot.pdf
- TMSA ED Board Presentation 5-28-24.pdf