

Pine Lake Preparatory Board of Directors Open Meeting Minutes

June 22, 2016

PLP BoD Present: Scott Broermann, Bill Farnsworth, Angela Young, Eric Stachowski (present via phone conference: Nancy Kuechler, Aaron Petrosky, Kurt Woolley)

PLP BoD Absent: Tara Bain, Brian Hochman

PLP Administration Present: Chris Terrill, Shelly Sims, Andrew Mocerri, Chris Scholl (Ginger Lusty via phone)

Location: PLP Upper School Seminar Room

- I. Call to order by Vice Chair, Bill Farnsworth (6:31 PM)
- II. Conflict of Interest Reminder per NCGS 138A-15(e) (6:31 PM)

In accordance with the State Government Ethics Act, 138A-15(e), it is the duty of every Board member to avoid both conflicts of interest and appearances of conflict. Does any Board member have any known conflict of interest or appearance of conflict with respect to any matters coming before the Board today? If so, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matter involved.

Chair asks if any member has a conflict with any issues before the board this evening.

- *No conflicts noted.*
- III. Public Comment (6:32PM)
 - a. none
- IV. Approval of Meeting Minutes (6:32PM)
 - 5/21 Open Meeting Minutes & Closed Meeting Minutes
 - Kurt Woolley made a motion to approve the open and executive-session minutes from 5/21/2016 as presented.
 - Motion Seconded by: Scott Broermann
 - Motion approved unanimously
 - Abstentions: Angela Young
- V. Administrative Matters and Committee Updates (6:33PM)
 - a. Capital Improvement – Chris Terrill
 - i. Nothing new to report at Athletic Complex
 - ii. Addition of lower school reading garden
 - iii. STEM building on target
- VI. Executive Session (6:34PM)
 - a. Motion to move into Executive Session by Scott Broermann.
 - b. § 143318.11(a)(5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.
 - c. § 143318.11(a)(6) To consider the qualification, competence, performance, character, fitness conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.
 - i. *Motion seconded by Angela Young*
 - ii. *Motion approved unanimously.*
- VII. Resume Open Session and Motion to Seal Minutes of Closed Session (7:15PM)

Eric Stachowski moved that the minutes of the closed session held on June 22, 2016 be withheld from public inspection in order to protect and preserve the purpose of such closed session, pursuant to section 143-318.10(e) of the Open Meetings law.

 - i. *Motion seconded by Angela Young.*
 - ii. *Motion approved unanimously.*
- VIII. Vote as needed based on items in Executive Session (7:16PM)
 - a. Bill Farnsworth made a motion to approve the following new hires:
 - i. Allison Field – US Science
 - ii. Teresa Naylor – 8th Grade English / Language Arts
 - iii. Sherri Fletcher – Director of Finance

- iv. Anna Drury – Executive Administrative Assistant
- v. Shaun Brennan – IT Support Specialist
- vi. *Motion seconded by Angela Young.*
- vii. *Motion approved unanimously.*

- b. Bill Farnsworth made a motion to review contract as discussed.
 - i. *Motion seconded by Angela Young.*
 - ii. *Motion approved unanimously*

- IX. Financial Review (7:18PM) – Ginger Lusty provided review of current financials / budgets
 - a. Looking to Board to approve some carryover funds
 - b. Ginger directed Board to review Draft Annual Budget. Any budget revisions likely to be made in October.
 - c. Ginger echoed some questions that have come in and provided answers around LEA revenue
 - d. Have we overbooked spots for 2016/17 year? No, we typically have not over-offered spots due to high acceptance and retention
 - e. Are we on par with Spanish program expenses form last year? They are reducing for 2016/17 because some aspects of program are reduced.
 - f. Why is instructional equipment expense reduced? We are using reserves instead for some of these
 - g. No plans to purchase additional buses, but there is a push to purchase one more although costs are considerable to add a bus
 - h. Reduction in textbooks related to movement to more online
 - i. We may be getting State revenue increases – we just don't know yet. Chris may come back for teacher salary increases if the State revenue increases to suit
 - j. Other budget line items reviewed and discussed
- X. Bill Farnsworth motion to approve budget
 - a. Seconded by Angela Young
 - b. Motion approved unanimously
- XI. Aaron Petrosky motions to approve Rebekah Barr, CPA PC to conduct 2015/2016 annual audit
 - a. Seconded by Scott Broermann
 - b. Motion approved unanimously
- XII. Kurt Woolley motions to approve carryover of unused budget funds
 - a. Seconded by Scott Broermann
 - b. Motion approved unanimously
- XIII. Bill Farnsworth Motions to leave open the two Regions bank accounts as requested by Ginger
 - a. Seconded by Scott Broermann
 - b. Motion approved unanimously
- XIV. Kurt Woolley to send some information about expected committees for 2016/17 year, to be solidified at July Board meeting
- XV. Ginger advises there will be no June financials at the July meeting
- XVI. Scott Broermann made a motion to adjourn the meeting. (7:51PM)
 - a. Motion seconded by Angela Young.
 - b. Motion approved unanimously.
- XVII. Adjournment (7:51PM)
- XVIII. FYI: Upcoming Events
 - a. PLP Board Meetings (*location is Upper School unless otherwise noted*):
 - i. Next Meeting – Wednesday, July 27 at 6:30 pm

Respectfully submitted,
Eric Stachowski
Pine Lake Preparatory Board of Directors