

## Pine Lake Preparatory Board of Directors Open Meeting Minutes – July 23, 2014

**PLP BoD Present:** Tara Bain, Scott Broermann, Bill Farnsworth, John Allemeier, Aaron Petrosky, Kristi Thomas, Kurt Woolley

**PLP BoD Absent:** Brian Hochman, Bob D'Amelio

**PLP Administration Present:** Chris Terrill, Chris Scholl, Nikki Klontz, Ginger Lusty (phone)

**Location:** Upper School Seminar Room and Teleconference

### I. Call to Order (6:32 p.m.)

- *Meeting called to order by Chair.*

### II. Conflict of Interest Reminder per NCGS 138A-15(e)

Chair reads Conflict of Interest Reminder per N.C. "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 morning.

- *None noted.*

Woolley enters at 6:35, conflict read again.

- *None noted.*

### III. Public Comment

- *No public comment*

### IV. Approval of Meeting Minutes

- *Allemeier makes a motion to open session 6/25/2014 and 7/8/2014 and executive session 6/25/2014 and 7/8/2014. Motion was seconded by Broermann. Motion approved by unanimous vote.*

### V. Administrative Matters/Committee Updates

#### a. Finance Committee – Chris Terrill / Ginger Lusty

Check Signers – Ginger suggests Tara, Scott and Bob be signers pending SBI approval for Bob.

- *Allemeier makes a motion to approve suggested signers. Motion seconded by Broermann. Motion approved by unanimous vote.*

Landscaping – discussed a bid for landscaping for the triangle between the MS and US and between the LS and ACC.

- *Allemeier makes a motion to approve expense for landscaping as discussed. Motion seconded by Broermann. Motion approved by unanimous vote.*

#### b. Capital Improvement - Chris Terrill

Discussion about meetings with the City of Davidson and the YMCA about joint space, and we are looking at several possible areas.

**c. Policy Committee – John Allemeier**

Discussion about uniform policy and guidelines.

- *Farnsworth makes a motion to approve uniform policy as presented and to direct administration to publish and maintain uniform guidelines and emphasize the enforcement of those guidelines. Motion seconded by Allemeier. Motion approved by unanimous vote.*

**d. Secretary Report – Bill Farnsworth**

Declassification of closed minutes

- *Farnsworth makes a motion to approve declassification of January through March, 2014 closed minutes. Motion seconded by Allemeier. Motion approved by unanimous vote.*

Attendance

Discussion about board attendance requirements.

**e. Capital Campaign**

Discussion about the interviews being conducted to evaluate the opportunity for launching a capital campaign and introduction of involved personnel from Custom Development Solutions.

**f. Technology update – Chris Terrill/Nikki Klontz**

Introduction of Nikki Klontz, new Director of Technology as of June 1, 2014. Discussion of student technology strategy.

**g. Metrolina BoD training – Chris Terrill**

DPI is delivering a board member training at Metrolina Regional Scholars Academy 8/18/14 at 3:30. Board members are to notify Terrill by Monday, July 28, if they are able to attend.

**h. Chair letter on PLP website – Tara Bain**

- *Allemeier makes a motion to approve letter as presented for publication on the website. Motion seconded by Broermann. Motion approved by unanimous vote.*

**i. Annual meeting – Tara Bain/Chris Terrill**

Discussion about annual meeting requirement now that voting is allowed electronically. Annual meeting will be scheduled for September.

**j. Committee Selections – Tara Bain**

Discussion about board member committee assignments:

- Finance and Capital Improvement – Brian Hochman (Chair), Bob D’Amelio, Kurt Woolley, Aaron Petrosky
- Board Development/Nominating – Bill Farnsworth (Chair), Kristi Thomas, John Allemeier
- Head of School Evaluation – Bob D’Amelio (Chair), Kurt Woolley, Aaron Petrosky
- Strategic Planning – Scott Broermann (Chair), Tara Bain, Bill Farnsworth, Kristi Thomas
- Policy and Grievance – John Allemeier (Chair), Bill Farnsworth, Tara Bain, Brian Hochman
- Kaleidescope Foundation Liaisons (2) – Bob D’Amelio, Kristi Thomas
- PTO Liaison – Scott Broermann

**k. 2014-15 Board Focus – Tara Bain**

Discussion about each committee identifying a focus area:

- Charter Renewal (Board Development)
- Strategic Plan Update (Strategic Planning)
- Accreditation (HOS)
- Capital Campaign (Capital)
- Complete Residual Policy Updates (Policies)

## **I. Meeting format**

Discussion about format for future board meetings.

## **VI. Executive Session (8:37 p.m.)**

- *Allemeier makes a motion to go into executive session to discuss 143-318.11(a)(5). Motion seconded by Woolley. Motion approved by unanimous vote.*
- *Allemeier makes a motion to go into executive session to discuss 143-318.11(a)(6). Motion seconded by Woolley. Motion approved by unanimous vote.*

## **VII. Return to Open Session (9:26 p.m.)**

- *Thomas makes a motion to resume open session and to seal the minutes of closed session. Motion seconded by Allemeier. Motion approved by unanimous vote.*
- *Farnsworth makes a motion to approve contract for wireless equipment and services as presented. Motion seconded by Broermann. Motion approved by unanimous vote.*
- *Farnsworth makes a motion to approve a new staff position as discussed. Motion seconded by Broermann. Motion approved by unanimous vote.*
- *Farnsworth makes a motion to approve the hiring of John Booker for the maintenance position as discussed. Motion seconded by Broermann. Motion approved by unanimous vote.*
- *Farnsworth makes a motion to authorize a subcommittee of the board comprised of Farnsworth, Petrosky, Woolley and Bain to approve the hire of a curriculum coordinator as discussed. Motion seconded by Broermann. Motion approved by unanimous vote.*
- *Farnsworth makes a motion to authorize funds from reserves to extend the practice field to incorporate a full-size, permanent soccer goal at one end of the field. Motion seconded by Broermann. Motion approved by unanimous vote.*

## **VIII. Action Items**

- August 6, 2014 meeting will be at 6:30 p.m.
- Bain and Farnsworth to review updated policies. Allemeier to finalize changes.
- Committee chairs to update descriptions of committees, primary goal(s) and members for review and approval at 8/6/14 meeting.
- Farnsworth to draft responses to open comments per board training last year.
- Let Terrill know about attendance at training at Metrolina

## **IX. Adjournment (9:33 p.m.)**

- *Allemeier makes a motion to adjourn. Motion seconded by Broermann. Motion approved by unanimous vote.*

Respectfully submitted,  
Bill Farnsworth  
Secretary, Board of Directors