

# Pine Lake Preparatory Board of Directors Open Meeting Minutes

## December 16, 2015

**PLP BoD Present:** Tara Bain, Bill Farnsworth, Aaron Petrosky, Scott Broermann, Nancy Kuechler, Eric Stachowski (phone), Angela Young, Kurt Woolley

**PLP BoD Absent:** Brian Hochman

**PLP Administration Present:** Chris Terrill, Ginger Lusty, Shelly Sims, Andrew Mocerri, Kristen Sutek

**Location:** Upper School Seminar Room

I. Call to Order – Tara Bain, Chair (6:30PM)

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

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.*

6:38 Woolley enters

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

- *No conflicts noted.*

III. Public Comment (6:32PM)

- a. John Allemeier – PLP Orchestra CD presented to BoD

IV. Approval of Meeting Minutes (open sessions 11/18/2015 and 12/3/2015 and executive sessions 10/28/2015, 11/18/2015 and 12/3/2015) (6:33PM - tabled)

V. Administrative Matters and Committee Updates (6:33PM)

- a. Finance Committee – Chris Terrill / Ginger Lusty / Aaron Petrosky

i. Reviewed Monthly Financials & dashboard

- b. Capital Improvement - Chris Terrill/Aaron Petrosky

i. Received update from C. Terrill & A. Petrosky on the Capital Improvement projects.

- c. Technology Committee Update – Bill Farnsworth / Chris Terrill

i. Discussed status of technology plans/projects.

- d. Policy Committee – Tara Bain

i. Reviewed the Athletic Handbook and discussed relationship with Policy handbook.

- e. Nominating Committee – Kurt Woolley

i. Reviewed and approved:

- Press releases
- Number of candidate interviews
- Recommended questions for application
- Plan to interview up to 12 candidates.

➤ *Woolley makes a motion to approve press release and application as presented.*

- *Motion seconded by Nancy Kuechler.*

- *Motion approved unanimously.*

- f. Secretary Report – Kurt Woolley

i. Distributed BoD Attendance tracking and requested BoD members to review and update, as necessary.

- g. Attorney training topics – Tara Bain

i. Discussed topics for attorney training in January.

VI. Head of School Reports (7:43PM)

- a. Reviewed and discussed information from Head of School reports.

VII. Executive Session (7:54PM)

a. Woolley made motion to move into Executive Session pursuant to § 143-318.11(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.

- *Motion seconded by Bill Farnsworth.*
- *Motion approved unanimously.*

VIII. **Resume Open Session and Motion to Seal Minutes of Closed Session (8:38PM)**

Kurt Woolley moved that the minutes of the closed session held on December 16, 2015 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.

- *Motion seconded by Scott Broermann.*
- *Motion approved unanimously.*

IX. **Vote as needed based on items in Executive Session – N/A**

➤ *Angela Young makes a motion to approve open-session minutes from 11/18/2015 & 12/3/2015 and closed-session minutes from 10/28/2015, 11/18/2015 & 12/3/2015 as presented.*

- *Motion seconded by Scott Broermann.*
- *Motion approved unanimously.*

X. **Adjournment (8:39PM)**

- *Scott Broermann makes a motion to adjourn.*
- *Motion seconded by Angela Young.*
- *Motion approved unanimously.*

XI. **FYI: Upcoming Events**

- a. **PLP Board Meetings** (*location is Upper School unless otherwise noted*):
  - i. **Next Meeting – Wednesday, January 27 at 6:30 p.m.**

Respectfully submitted,

Kurt Woolley

Secretary, Pine Lake Preparatory Board of Directors