

**Minutes – Open Session  
Meeting of the Board of Directors  
Pine Lake Preparatory, Inc.  
January 11, 2017**

**BOD Present: Pamela Frost-Shirley, Sara Thomas, Sarah Phillips, Mark Foley, Eric Stachowski, Aaron Petrosky, Nancy Kuechler, Kurt Woolley**

**Absent: Bill Farnsworth**

- I. 9:02 p.m. Call to Order and Attendance – Kurt Woolley, Chair
- II. Conflict of Interest Reminder per NCGS 138A-15(e) 9:03 p.m.  
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  
**\*\*\* No conflict noted**
- III. Discussion of the job description, hiring process and time table for hiring the Executive Director Position – 9:04 p.m. (Formally Head of Schools)
  - a. The board discussed not using a service to hire an Executive Director. The subcommittee Aaron Petrosky, Pamela Frost-Shirley and Kurt Woolley reported their investigation of the cost of using a service and determined that the board would be capable of hiring on their own.
- IV. Adjournment: 10:15 p.m.
  1. Nancy Kuechler made the motion to adjourn
  2. Sara Thomas seconded the motion
  3. Motion was unanimous
- V. FYI: Upcoming Events
  - a. PLP Board Meetings (*location is Upper School unless otherwise noted*):
    - i. January 25, 2017

\*\*\*\*\*Respectfully submitted by Nancy Kuechler PLP Board Secretary