



BOARD MEETING MINUTES

Attendees:

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> A. Monica Cutno, President | <input type="checkbox"/> Carolyn Ellis | <input checked="" type="checkbox"/> Steve Pond (non-voting) |
| <input checked="" type="checkbox"/> Marla Mills-Wilson, Vice President | <input checked="" type="checkbox"/> Sonal Krishna | <input checked="" type="checkbox"/> John Szwed |
| <input checked="" type="checkbox"/> Portia Scott, Secretary/Treasurer | <input checked="" type="checkbox"/> Roland Lewis Jr. | <input checked="" type="checkbox"/> Diego Torres |

I. Call to Order

- A. Regular meeting of the Board of Directors (BOD) was called to order at 6:38 PM by A. Monica Cutno.
- B. Mission statement was read by the president and reviewed by the board.
- C. Welcomed new principal and non-voting board member, Steve Pond.

II. Consent Agenda

- A. Draft minutes from 01/13/14 board meeting were reviewed.
- B. Treasurer's Report was given, which included recent transactions and current balance.

Motion to approve consent agenda.

Motion: Diego Torres

Second: Sonal Krishna

Vote: Unanimously approved (7-0)

III. Announcements

- A. Charter training archives, webinars, and resources may be accessed on the Office of Charter Schools (OCS) Wiki link. Next OCS webinar is on March 4, 2014 from 6:30 PM – 8:00 PM.
- B. Furniture in storage needs to be moved in mid-March.
- C. Envision email addresses are available for all board members.
- D. Community Information Sessions to be held on 02/13/14, 6-8 PM, at Wake Forest Boys & Girls Club and 02/16/14, 1-3 PM, at North Regional Library.
- E. Envision has received its 501(c)(3) tax-exempt status from the IRS.

IV. Committee Reports

- A. Development Committee report was given.
 - 1. Capital campaign launched with goal of \$250K over 16-months.
 - 2. Committee members to focus on segments of fundraising sources.
- B. Academic Committee report was given.
 - 1. Update on enrollment numbers was given.
 - 2. Met with local STEM Coordinator to discuss curriculum development.
- C. Personnel Committee report was given.
 - 1. Assistant Principal interview process has begun.
 - 2. Top 2-3 candidates will interview with the full board.
 - 3. Benefits packages continued to be researched and honed.
- D. Governance Committee report was given.
 - 1. Update on governance strengthening exercise was given.

2. Asked for board feedback on strategic goals.

V. New Business

- A. BOD considering developing an Advisory Board.
 1. Advisory Board would consist of industry, corporate, and community members.
 2. Need to ask Tom Miller (OCS) about governance.
- B. John Szwed presented findings about NCREN and E-rate.
 1. Opted-in and signed LOA and MOU.
 2. Need to schedule Endeavor tour to assess existing technology infrastructure.
- C. Ready-to-Open Checklist was reviewed and discussed.
 1. BOD gave updates on completed tasks and work-in-progress.
 2. Steve Pond was assigned some tasks on RTO Checklist.

VI. Public Comments

- A. Greg Stoch suggested BOD contact Time Warner Cable regarding “Connect A Million Minds” program.

VII. Adjournment

- A. Commitments from board members are as follows:
 1. BOD – next charter webinar is on March 4, 2014 from 6:30 PM – 8:00 PM.
 2. BOD – work on Ready-to-Open Checklist assigned tasks and report on progress at next board meeting
 3. Portia Scott – schedule Endeavor tour
 4. Monica Cutno – contact Dina Hamad regarding benefits package options.
 5. Monica Cutno – email Tom Miller (OCS) about setting up Advisory Board
 6. Monica Cutno – email Steve Pond link to OCS Wiki.
 7. Monica Cutno – forward to John Szwed emails from accounting/CPA firms.
- B. Next regular meeting of the BOD is March 10, 2014, 6:30-8:30 PM, 3150 Rogers Rd, Ste 112, Wake Forest, NC.
- C. Meeting was adjourned at 8:32 PM.

Motion to adjourn meeting.

Motion: Marla Mills-Wilson

Second: Sonal Krishna

Vote: Unanimously approved (7-0)