

MCC Board Meeting and Retreat  
February 2, 2012

Meeting Minutes

Present: Bidy Irwin, Kim Carter, Steve Coughlin, Jayna Hooper, Darlene Ayotte, Darlene Simmons, Honore Murenzi, Segun Olorunfemi

Meeting began at 9:30.

First Item: CEO Interviews. The hiring committee met with two candidates on January 31, Cynthia Gallagher and Susan Jamback. The results of those interviews are in our Drop Box. After much discussion it was decided to offer the CEO position to Cynthia Gallagher and the board authorized Kim to contact her. Motion by Bidy, second by Jayna. Unanimous.

Next Kim reported on Maria Christina and her start date. The Nashua School District will release her from her contract on March 10<sup>th</sup> and she will begin as Head of School for the Manchester campus after that.

Second Item: report from the Benefits Committee. They have not met but did receive the material that Kim and Darlene S. sent regarding the various health plans and Kim made contact with Brian McGuigan to get some information regarding retirement plan options. Bidy and Jayna to follow up. All employees will be "at will". There will be a salary and benefit amount for each person and they can decide how to divide the funds between salary and health/dental insurance and retirement. There will be a 30 day notice of termination and/or resignation in each agreement. Each annual employee will receive 3 weeks paid vacation and the Federal Holidays. Teaching staff will have eight weeks off non-paid. The Benefits committee will need to review the retirement options carefully as the organization has not budgeted to make a contribution to retirement on behalf of employees at this time.

Third Item: Update on the site. Jayna and her husband have been very helpful in reviewing the renovation plans that have been submitted. The site selected is 60 Rogers Street in Manchester and the owner is very willing to complete some of the renovations and amortize the costs in the rent so that we do not have to have so much investment up front. The startup grant does not allow for facility costs. It is possible that the Head of School and the CEO could be in the space in March as some of the office space is ready. Kim will research the language in the Charter School Law to see if the organization is allowed to own property. The language seems to support that but the NH Department of Education Charter School Administrator does not believe that we can.

We have engaged a real estate lawyer to review the environmental issues and make sure the agreements we sign are appropriate. Kim expects to sign a lease very soon.

Fourth Item: Fundraising. Steve discussed the role of the board regarding fund raising and the work that John Shea has been doing in that regard. He needs to present a report before he leaves for New Zealand and the board directed (did we vote this?) Kim to ask for the deliverables by February 10, 2012.

The board then went into a general discussion with **Daniel Baron from School Project Foundation**. The discussion was fruitful and very beneficial to the board.

The meeting ended at 3 PM.

Respectfully submitted  
Virginia O'Brien Irwin Secretary