

Making Community Connections Charter School Board Meeting Minutes

November 4, 2013

Present: Steve Coughlan, CJ Hebert, Susan Dreyer-Leon (phone)
Others: Jim DiStefano, Kim Carter, Eddie Marceau, Elizabeth Cardine

10:00 AM start; No quorum, discussion only.

Steve inquired about conflict between Governance Council and MC2 Board. Kim said GC just started and we will be more careful about schedule going forward.

Jim has said he is willing and ready to join the MC2 Board. Steve reviewed "classes" of terms so board members' terms do not all expire at the same time. Jim will be Class 3, each class has a formal 3 year cycle; Jim will go until January 2014, and then be re-nominated for a full 3 year term.

Class 1 – 2015, Class 2 – 2016, Class 3 – 2014

Proposal to contact Sarah Browning, put her into Class 1 as well.

Financials – Kim highlighted differential aid (\$47,000+) –
Accounts – need to be separated: fundraising stays here; insurance should be a savings account; lunch should be clearly identified as a separate revenue account

Need to report funds by state funds and have separate controls.

Internal controls: Steve approves the manifest, should be happening twice a month. Establish the process with backup documentation for manifest; with appropriate number of board members.

We have a Finance Committee (Steve) and a Fundraising Committee (CJ) – will set up internal controls

Kim reported on special education services proposal meeting; Kim has to write and submit proposal.

CJ asked if there is a role for the board if that is not approved.

Steve reported on the information from Tom; will go back to Tom after checking with the auditor whether this satisfies the state's requirements. Need project breakdown/delineation

Eddie gave his report; Kim added information

Discussed admissions and mission; funding needs; building and space improvement

Directed us to hire a painter to get the place painted; Jim has some other furniture available;

Eddie – we haven't had a student gateway to the next phase; good news is I have at least 3 who should be able to do it by December

12:10 end