



Board Meeting Meeting Minutes
 May 18, 2015 10 am – Noon
 MC2, 60 Rogers St, Unit 203 Manchester, NH 03104

Attendees

Trustees in attendance at MC²: Kim Carter, Steve Coughlan, Sarah Browning; Darlene Simmons (left at 11:05 am) Jim DeStefano (joined meeting at 10:15 am)

Trustees in attendance by phone: Marcea Gustafson

Administration by phone: Ed Marceau

Apologies:

Guest:

Agenda

Topics	Discussion	Action Items
Call to Order	Ms. Carter called the meeting to order at 10:08 am	
Agenda Review	Review of agenda.	
Public Comment	None.	
Student Time	None.	
Approval of Minutes	Kim reviewed and corrected name spellings. Darlene will send to NHDOE.	<p>Motion S. Coughlan to approve minutes of 4/6/2015. Second S. Browning. Unanimously approved.</p> <p>Motion S. Browning to approve minutes of 4/20/2015. Second S. Coughlan. Unanimously approved.</p> <p>Motion S. Coughlan to approve minutes of 5/4/2015. Second S. Browning. Unanimously approved.</p>
Manchester Campus School Leader Report	<p>Eddie mentioned our recent graduate, Kianna – will celebrate graduation ceremony at Parents and Pizza night. Board members that attended her gateway were extremely impressed with her presentation. Will update graduation certificate, invitations and materials in preparation.</p> <p>Had a few recent new interest in applicants for the school, some being middle school applicants. Evaluating separation of the middle and high school students for distinct and intentional programming for each group. Have one new student that moved from Alaska to NH.</p> <p>Cleaning person being hired through Workforce Investment Act Program. We are responsible for training with him. Will continue with 1/week cleaning with cleaning service. Optimistic to have him as a part of the community.</p> <p>Reviewing the administrative position and use of part-time staff person to replace the position.</p>	

	<p>UMASS Donahue Institute donated \$1,000 Amazon gift card and a \$500 gift card to Staples for MC2 participation in their Nellie Mae research project. There may be additional follow-up on-going.</p> <p>Discussion of internship opportunities and need for increased focus and expansion of availability for students.</p>	
Monadnock Campus Coordinator Report	<p>26 acceptance letters have gone out and 20 + in the works. Received \$10,000 donation from Hanrahan Foundation. Kim will post public hearing notice to accept the recent donations prior to the June 8th meeting.</p> <p>We have accepted an AmeriCorps candidate for the internship position for Monadnock.</p> <p>One parent signed up for monthly donations.</p> <p>Newport Resources, LLC and Tri-State Ventures from Harrisville have pledged to match any donations for the Monadnock. He is willing to serve on the Advisory board for Monadnock.</p>	
CEO Report	<p>Have received bridge loan from NEFA to sustain through summer.</p> <p>Facility – waiting on the environmental report from Riley. Lance Whitehead has been incredibly helpful. Reviewed plans from Scully Associates. Lance sent comments to Scully. Concerns re: lead abatement and asbestos, some of which has been abated. Continue to review environmental issues with our attorney and landlord. Posted RFP for fit-out. Williams Construction provided quote and owners have provided quote. Discussion of sending additional information out just before RFP due date; will notify all that date is extended until Tues 5/19/15.</p> <p>Will post emergency meeting for public bid opening at 1 pm.</p>	<p>Motion to extend the RFP to Tues 5/19 at Noon by D Simmons second S Coughlan. Unanimous.</p>
Financial Report		
New Business – Old Business		
Policies		
Future Meeting Dates	<p>May 27th 6-7 pm – MC2 Manchester Advisory Committee Open House</p> <p>June 8 – 6-8 pm Work Session in Monadnock</p> <p>June 22 – 10-12 Board Meeting in Manchester</p>	
	Meeting adjourned at 11:20 a.m	Moved by S Browing second J

DiStephano.

Minutes recorded by D. Simmons