



Meeting Minutes

February 15 2021 6:00 - 8:00 PM

Remote Meeting via Zoom video conference.

Attendees

Trustees in attendance at MC²: None (due to stay at home orders)

Trustees in attendance by phone: Jodi Adams, John Sabolevski, Kim Carter, Amanda MacLellan, Jerry Appell, Adam Johnston

Administration:, Chris O'Reilly, Elizabeth Cardine

Apologies:

Guests: Sarah Stout, Derek Blunt, Eric Snare, Brooke O'Neill, Lynn Keneipp

Agenda

Topics	Discussion	Decision
Call to Order	Meeting called to order at 6:04 PM	
Agenda Review		
Public Comment	<p>Members of the public were in attendance.</p> <p>A letter was submitted to the Board in advance of the meeting (February 9th, by email) describing comments made by the CEO during a training for staff. The Board discussed that the comments, if accurately captured, may constitute sexual harassment.</p> <p>Kim moved to authorize Adam to identify and request quotes from counsel to investigate the complaint, in accordance with the MC2</p>	

	<p>ACAC-Title-IX policy. Motion approved by unanimous roll call vote, John abstaining.</p> <p>Kim moved to authorize the Governance Committee to determine which legal counsel to move forward with and engage them in order to advance the investigation in a timely manner. Motion approved by unanimous roll call vote, John abstaining.</p> <p>The Board agreed to meet again for a special meeting from 4:00-5:00 on March 1, 2021. The Governance Committee scheduled a meeting for Friday, February</p>	
<p>Consent Agenda</p>	<ul style="list-style-type: none"> ● Board minutes, January 11, 2020 ● Monadnock School Leader Report ● Manchester School Leader Report ● CEO Report 	
<p>Review of minutes</p>	<p>The minutes from April 2020 and May 2020 were reviewed.</p> <p>Kim made a motion to amend the April 20, 2020 minutes to reflect the board unanimously approved authorizing the CFO to apply for PPP funds. Approved by unanimous vote by board members who were in attendance: Jodi, Amanda, Kim</p> <p>Adam moved to amend May 11, 2020 minutes to reflect the board unanimously approving authorization to accept the PPP loan for \$197,417. Approved by unanimous vote by board members who were in attendance: Jodi, Amanda, Kim, John</p> <p>Adam moved to authorize the CFO to apply on behalf of MC2 for the second round of PPP funding if the school qualifies. Approved by unanimous roll call vote.</p>	
<p>Financial Report</p>	<p>Adam, representing Financial Committee, summarized the financial report. The schools do not require a bridge loan. Decreases in enrollment are expected to result in a loss of about \$150,000 at the Monadnock campus and \$50,000 at the Manchester campus. Pandemic relief funding has supported school operations</p>	

	<p>considerably in FY2021. The Board reviewed a breakdown of expenses and revenue by campus.</p> <p>The financial committee has been exploring a new location in Keene, in discussion with an architect. Required updates to the site are likely to make the site financially unviable. Adam recommends that we pause pursuing this particular property.</p> <p>Financial committee recommended engaging with a real estate agent familiar with the Keene market. The board recommends the CEO assume a relationship with the current real estate agent to advance search for a new site.</p>	
PPP & ESSER Funds	MC2 preliminarily allocation for ESSER II allocation is around \$290,000. Those funds haven't been released yet.	
Old Business	<p>Update Banking Authorizations</p> <p>Kim moves to update the Authorization of Treasurer to state: The Board of Trustees of MC2 Charter School authorizes Adam Johnston, in his capacity as MC2 Treasurer, to be an authorized signer on all MC2 bank accounts, deposit and transfer funds between MC² bank accounts, and sign checks on behalf of the MC² Charter School, as necessary to achieve the organization's goals and mission. . Approved by unanimous roll call vote</p>	
New Business	<ul style="list-style-type: none"> ● 2021-2022 Calendar <ul style="list-style-type: none"> ○ The Board requests that the CEO provide a recommendation about next year calendar to the Academic Excellence Committee by March 5 ● Keene Property <ul style="list-style-type: none"> ○ Discussed above as part of the financial report 	
Committee Updates	<ul style="list-style-type: none"> ● Academic Excellence has not met. 	

	<ul style="list-style-type: none"> ○ The Committee will set a date to review recently-received survey data as well as progress toward the CSI-Goals. The Committee will meet the week of March 8. ● Development Committee <ul style="list-style-type: none"> ○ Jodi has been exploring fundraising pathways but has not identified a new approach that does not require up-front payment. The Monadnock Campus has been raising funds to hire a grant writer for the Keene campus. ● Governance <ul style="list-style-type: none"> ○ Amanda reported on the progress made by the Governance committee regarding roles and responsibilities work. Amanda will be attending the QED Board meeting on February 26 to present the progress on this work, and request that QED make a decision about whether to continue having a joint board member 	
Other	<p>Kim observed that Board of Trustees section of the MC2 website is out of date. Kim will update this in February.</p> <p>Jodi requests board members send her topics for training with Steve Coughlin scheduled for March 15 from 5-6 PM</p>	
Meeting Adjournment	Meeting adjourned at 8:08 PM	