Board of Trustees Meeting Minutes

Date: September 12, 2016

Held at: The Birches Academy
419 South Broadway, Salem NH

Present: Kara Christesen (Chair), Alexa Stewart (Vice Chair), Dael Angelico-Hart (HOS), Christie Storniolo, Dianne Wright (Co-Treasurer), Jody Ronayne (Co-Treasurer), Nicole Matthews (Teacher Representative), Jessica Wachsman

Regrets: Alyssa Ross (Secretary), Erin McArdle (Teacher Representative), Christine Miele

Public: none

KC called meeting to order at 6:38 PM

1. Interviewed Mike Gendreau for the Board position.
    a. DW motioned to go into closed, AS seconds. Board went into closed session to review candidate.
    b. DW motioned to come out of closed session, AS seconds.
    c. DW motioned to be in open session. JR seconds.
    d. KC made a motion to accept Mike Gendreau to be a Board Member, CS seconds. Full board approved.
2. HOS report
    a. Discussion on enrollment and the waitlist.
        i. AS will attend the Greater Salem Chamber of Commerce Meetings as possible
        ii. targeted postcard to go out to community members
        iii. Facebook ad will be released
        iv. DAH will have Debbie review the waitlist to clean it up

v. Board members will come in 30 minutes early for the October board meeting to make call outs.
vi. DAH will call Doug Ireland/Eagle Tribune to see if Birches can be incorporated in the upcoming months.
vii. A communication will be sent over to Pre K schools for K students regarding the Birches.
viii. The Board will discuss the wait list and progress at the January board meeting, however, DAH will keep the numbers on her monthly update.

b. CS and AR will do the invitations for the Business Before Hours on October 19th. This is the date we are hosting the event along with a Legislative Open House.

3. Finance
   a. JW reviewed the 5/30/16 and 6/30/16 financial reports. Audit went well.
   b. KC made a motion to accept the financial reports, AS seconds, board approved.
   c. The finance committee has several meeting set.
   d. JW indicated that the Foundation set their fund raising goal as $93,000. Fill Your Cup is set for November 18th.
4. Bylaws
   a. Discussion and review of the Bylaws regarding the liaison between the Board of Trustees and the Foundation Board.
   b. It was determined that DAH and DW would be the liaisons as JW is a Foundation board member and DAH attends every meeting and Aimye H. is now an employee of the school overseeing the Foundation.

CS motions to adjourn and JR seconds at 8:40pm.