

**MEAA Board of Directors Minutes**

**Date: May 1, 2019**

**Directors present: Janna Townsend, Carl Steidel, Michael Thorne, Sherry Gilbert, Deb Levenseller**

**Directors Absent: Jeff Desrosiers, Jessica Crowell, Julie Richard**

**Staff: Heather Neal, Heather King, Deborah Emery**

**Public: Madelyn Rancourt, Isaac Pelletier (student representatives)**

**Call to Order – Janna Townsend**

**1) Adjustments to Agenda:**

Executive Session required contract negotiations (SPCA lease) and personnel issue

**2) Approval of Minutes :** March: Sherry Gilbert/Carl Steidel 5-0

April: Sherry Gilbert/Carl Steidel 5-0

**3) Review/Approve Financial Reports and Finance Committee Updates**

Fiscal policy/procedures review and vote

Approved fiscal policies 200-800 Sherry Gilbert/Michael Thorne 5-0

Financials

Budget (19-20) approved Carl Steidel/Deb Levenseller 4-1

February/March financials Carl Steidel/Michael Thorne 5-0

**4) Approval of policies/ plans:**

Calendar 2019-2020 Michael Thorne/Carl Steidel 5-0

Meeting Dates for Committees

**5) Committee Reports:**

a) Academic Excellence Committee- minutes- Jessica Crowell

No minutes were available

b) Governance Committee - no meeting in April

c) Fundraising, Development/Marketing - agenda attached

Deborah reported the next fundraising event is Quarry Tap Room in Hallowell

on May 16th 6pm

Beginning planning for Maine Arts Academy Gala May 2, 2020

Planning four restaurants for next year

Calendar raffle for December

Investigate a 'Wine/Craft' Fair

Consider 'Flash Fundraisers' for specific fund raising

**6) Executive Director Report- (attached)**

Performance Indicators (Maine Charter School Commission) Deborah and Jana will meet with Charter Executive Directors and Board Chairs on May 2nd to review expectations.

Seeking possible locations for hosting receptions throughout the summer. The purpose would be to increase our contact list and begin to tell our story.

Trying to increase our number of board members. We have two possible candidates that will meet with Janna and Deborah in May. Suggestions from the Board are encouraged.

**7) Principal's Report:-** (attached)

Healthy Communities of the Capital Area has worked with our students on nicotine/marijuana addictions. As a result of this work, four of our students are invited to attend an all expenses paid trip to a Youth Conference in Texas in June. Also, Heather King will be going to an all expenses paid conference in August with this organization.

**8) Old Business-**

2018-19 lease (*This item was voted on in March.*)

**9) New Business-**

Update about Stevens Commons/Middle School expansion  
Charter School will be voting on this issue at meeting on June 4th. We will meet with Matt Morrill sometime in May to review contracts.

Food Service Contract

MEAA will no longer be working with Maine General Hospital for school lunches. We have now connected with a catering company from Skowhegan for our food service.

Set up 'Meet the Board' events

Deborah will organize a Meet the Board breakfast at the start of the school year for staff.

Lease (2019-2020)

Item was not discussed at this time.

New Board Members (see Executive Director report)

Summer Events to Share our Story

**10) Announcements-** Quarry Tap Room May 16, 6 p.m.

**11) Next Board Meeting -** June 5, 2019

**12) Executive Session:**

Entered: Carl Steidel/Deb Levenseller 5-0

Ended: 7:25

**12) Adjourn-** Sherry Gilbert/ Michael Thorne 5-0