

MEETING MINUTES

MEAA Board of Directors

Date: February 5, 2020

Time 5:00 p.m.

Approved 3/11/2020

Directors present: Sherry Gilbert, Drew Landry, Jeff Desrosiers, Linda Warner, (Member present via video conference) Janna Townsend, Tim Rector and Carl Steidel

Directors absent:

Staff: Heather King, Principal; Diane Manter, Office Manager; Heather Neal, Business Manager, Tina Spencer, Special Education

Public: John Wiggin, Christa Johnson

Call to Order – Sherry Gilbert - 5:00 pm

1) Adjustments to Agenda: None

2) Public Comment:

- a) John Wiggin - Presentation: John Wiggin and Christa Johnson spoke of how the grant opportunities have increased dramatically and how SPCA is in the process of a 5-6 year strategic plan for the campus and beyond. John and Christa are excited about the plans and want to share their excitement with MEAA. They also want to keep MEAA informed as they proceed.

3) Approval of Minutes :

MOTION: to approve the January 8, 2020 minutes was made by Jeff Desrosiers. 2nd by Drew Landry. VOTE: 7-0

4) Review/Approve Financial Reports and Finance Committee Updates - presented by Heather Neal

- a) Financial Audit - Heather Neal stated that she would like to see 2 months of reserves set up.

MOTION: to accept FY19 annual audit was made by Drew Landry. 2nd by Linda Warner. Jeff Desrosiers stated that it is the cleanest audit he's seen and he's been on 3 school boards. VOTE: 7-0

- b) Approve 2 board members as signatories

MOTION: to approve authorizing Sherry Gilbert and Drew Landry as signers on the checking account was made by Drew Landry. 2nd by Jeff Desrosiers VOTE: 7-0

- c) The Finance Committee met on January 22, 2020. Heather reviewed the notes from that meeting with the Board. The Finance Committee recommends that the Board approve the December financial statements.

MOTION: to approve the December financial statements was made by Jeff Desrosiers. 2nd by Linda Warner VOTE: 7-0

5) Approval of policies/ plans: NONE

6) Committee Reports:

a) Academic Excellence Committee- Sherry Gilbert reported that she, Linda Warner, Heather King, John Neal and Janna Townsend (via video conference) met on January 22, 2020. They discussed the Artistic Director - Dance job description. Heather and/or Linda will type the new job descriptions. MEAA will go to Mt Mercu school for a presentation.

- b) Governance Committee - No Report

c) Fundraising, Development/Marketing - Diane Manter reported that she, Melissa Hurley, Linda Warner and Jeff Desrosiers met on January 27, 2020. Items discussed were Student Fundraising, Marketing, Ideas for Fundraising, Donations and Email lists. A copy of the Meeting notes were distributed.

7) Principal's Report: See attached

Heather King added to her printed report by stating that John Neal had 4 students for the KV Honors Music Festival. John Neal has taken the lead in hosting the Jazz Festival at MEAA on February 12th. Other upcoming events include a Visual Arts Show at Slates in Hallowell, with an Artists reception on March 1, and afternoon Student Showcase (recital) on March 4 and the 10 Minute Play Festival on April 8. Sherry Gilbert asked Jeri Pitcher about taking the play ASCH on the road. Sherry read an email reply from Jeri explaining why it would not be done. Linda Warner and Jeff Derosiers spoke about their experience having seen the play, ASCH

8) Old Business-

- a) Charter Commission Renewal - Carl Steidel asked that this item be left on the agenda for future meetings

9) New Business-

- a) Students who withdrew instead of expulsion - It was asked if these 2 students could participate in the DropOut Prevention Program. The Board decided that students could participate in the program but would not be allowed on campus, due to the circumstances.
- b) Update on D. Emery - Janna Townsend reported that Deborah Emery has announced her resignation as of March 31, 2020. Heather King has taken over her responsibilities. Janna thanked all for their cooperation and patience. Heather King stated that an email had been sent to parents. Gina Post, of the Charter Commission, stated that official notification will need to be sent to the Commission. Heather Neal replied that she had a list of organizations that needed to be notified.
- c) NARCAN - The Board suggested that this be brought to a Staff meeting for their input and then report back to the Board

10) Announcements-

- February 11 at 6:00 pm Open House for prospective students
- February 12 Hosting District Jazz Festival all day at our school

11) Next Board Meeting - March 11, 2020 5:00 pm

12) Adjourn-

MOTION: to adjourn made by Jeff Desrosiers. 2nd by Drew Landry. VOTE: 6-0