

Administration

675 East Broad Street, Bethlehem, PA 18018 phone 610-868-2971 | fax 610-868-1446

Thursday, May 8, 2014 Minutes

REORGANIZATION MEETING

MEETING PLACE: 675 E. Broad St., Bethlehem, PA 18018 Room 118 6:00pm

The CEO called the meeting to order at 6:02pm.

- I. Pledge of Allegiance:
II. Moment of Silence:
III. Roll Call:

Present:

Mario Acerra Paul Braden Otto Ehram
Mark Ferguson John Filipos - arrived at 6:50pm
Yvette Johnson Nancy Mikkelsen Rosemary Murdy-Haber
Len Perrett Charles Stinner

Absent:

Marc Basist

Also Present:

Diane LaBelle, Executive Director Sharon Fehlinger-Ricker, Principal
Cheryl Schurz, Director of Finance Debra Storm, Director of Development

IV. Reorganization/ Governance Actions:

- 1. The Board of Directors approves the following Board Appointments:

Terms Expire May 2015 - May 2017

MM: Murdy-Haber

SM: Mikkelsen

ACTION CARRIED: 9-0

Mario Acerra Yes Paul Braden - Yes Otto Ehram - Yes
Mark Ferguson - Yes Yvette Johnson - Yes Nancy Mikkelsen - Yes
Rosemary Murdy-Haber - Yes Len Perrett - Yes Charles Stinner - Yes

BOARD OF DIRECTORS AND ADMINISTRATIVE INFORMATION

Term Expires - May 2015

Table with 2 columns and 2 rows listing board members and their affiliations for the term ending May 2015.

Term Expires - May of 2016

Table with 2 columns and 1 row listing board members for the term ending May 2016.

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Table with 2 columns and 2 rows listing board members and their roles.

Term Expires – May 2017

Table with 2 columns and 2 rows listing board members and their roles.

The Executive Director welcomes the new board. Action then proceeds to the nomination of officers.

- 1. After soliciting nominations from the Board, the Board Development committee recommends the following Officer Nominations for the 2014-2015 school year: President: Mario Acerra Vice-President: Nancy Mikkelsen Treasurer: Paul Braden

If there are no further nominations, the chair entertains a motion to elect the slate of officers.

MM: Mikkelsen SM: Stinner ACTION CARRIED: 9-0 Mario Acerra Yes Paul Braden - Yes Otto Ehrsam - Yes Mark Ferguson - Yes Yvette Johnson - Yes Nancy Mikkelsen - Yes Rosemary Murdy-Haber - Yes Len Perrett - Yes Charles Stinner - Yes

AT THIS POINT IN THE MEETING THE NEW PRESIDENT TAKES OVER THE CHAIR

- 2. Committee Assignments made by President:

Finance Committee: Paul Braden, chair John Filipos Yvette Johnson Charles Stinner Curriculum Committee Len Perrett, chair Rosemary Murdy-Haber Resource Development Otto Ehrsam, chair Marc Basist Mark Ferguson Board Development Nancy Mikkelsen, chair Yvette Johnson

- 3. Foundation Board Assignments: Based on the recommendation of the Executive Director, the Board of Directors makes the following appointments to the Charter Arts Foundation Board. Mark Ferguson (Liaison) Charles Stinner (Finance Committee)

MM: Braden SM: Mikkelsen ACTION CARRIED: 9-0 Mario Acerra Yes Paul Braden - Yes Otto Ehrsam - Yes Mark Ferguson - Yes Yvette Johnson - Yes Nancy Mikkelsen - Yes Rosemary Murdy-Haber - Yes Len Perrett - Yes Charles Stinner - Yes

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4. **Appointment of Providers:**

Based on the recommendation of the Executive Director, the Board of Directors appoints Hutchinson, Gillahan & Freeh. as auditors.

Based on the recommendation of the Executive Director, the Board of Directors appoints the following firms as attorneys at law of record:

Latsha Davis Yohe & McKenna, P.C., Exton, PA, Charter School Specialists  
King, Spry, Herman, Freund & Faul, LLC, Bethlehem, PA, Public School Law Specialists  
Fitzpatrick, Lentz, Bubba, Center Valley, PA, Real Estate Specialists  
Flamm, Walton PC, Allentown, PA, Employment Specialist  
Fellheimer & Eichen LLP, Philadelphia, PA, Real Estate Specialists

Based on the recommendation of the Executive Director, the Board of Directors appoints Equinox as benefits broker.

Based on the recommendation of the Executive Director, the Board of Directors appoints HMK as liability insurance broker.

Based on the recommendation of the Executive Director, the Board of Directors appoints Artefact, Inc. as architect for South Bethlehem New School Project.

Based on the recommendation of the Executive Director, the Board of Directors appoints Jefferson-Werner, LLC as Developer for South Bethlehem New School Project.

Based on the recommendation of the Executive Director, the Board of Directors appoints Bucks Development & Contracting Co. as Construction Manager for South Bethlehem New School Project.

<b>MM:Braden</b>	<b>SM: Ferguson</b>	<b>ACTION CARRIED: 9-0</b>
Mario Acerra Yes	Paul Braden - Yes	Otto Ehrsam - Yes
Mark Ferguson - Yes	Yvette Johnson - Yes	Nancy Mikkelsen - Yes
Rosemary Murdy-Haber - Yes	Len Perrett - Yes	Charles Stinner - Yes

V. Executive Session:

**Motion:** The Board of Directors moves to go into Executive Session at 6:10pm.

<b>MM: Murdy-Haber</b>	<b>SM: Stinner</b>	<b>ACTION CARRIED: 9-0</b>
Mario Acerra Yes	Paul Braden - Yes	Otto Ehrsam - Yes
Mark Ferguson - Yes	Yvette Johnson - Yes	Nancy Mikkelsen - Yes
Rosemary Murdy-Haber - Yes	Len Perrett - Yes	Charles Stinner - Yes

VI. Open Session:

The Board of Directors returns to Open Session at 6:43 pm.

Opening Remarks –

- Mr. Acerra, Board President – Thank you for continuing to serve Charter Arts Board of Directors.
- Ms. Diane LaBelle, Executive Director – Thank you and welcome to another year with the Charter Arts Board.

VII. Public Comments: (limited to 3 minutes per individual) None.

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### VIII. Acceptance of April 10, 2014 Minutes and Executive Committee Minutes

**Motion:** Based upon the recommendation of the Executive Director, the Board of Directors approves the April 10, 2014 Minutes and Executive Committee Minutes.

**MM: Braden**                      **SM: Murdy-Haber**      **ACTION CARRIED: 9-0**  
 Mario Acerra Yes                      Paul Braden - Yes                      Otto Ehram - Yes  
 Mark Ferguson - Yes                      Yvette Johnson - Yes                      Nancy Mikkelsen - Yes  
 Rosemary Murdy-Haber - Yes                      Len Perrett - Yes                      Charles Stinner - Yes

### IX. Personnel

#### May 2014 Personnel Report

**Motion:** Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors approves the May 2014 Personnel Report.

**MM: Stinner**                      **SM: Ferguson**                      **ACTION CARRIED: 9-0**  
 Mario Acerra Yes                      Paul Braden - Yes                      Otto Ehram - Yes  
 Mark Ferguson - Yes                      Yvette Johnson - Yes                      Nancy Mikkelsen - Yes  
 Rosemary Murdy-Haber - Yes                      Len Perrett - Yes                      Charles Stinner - Yes

#### Proposed 2014-2015 Staff Roster

**Motion:** Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors approves the proposed 2014-2015 Staff Roster as of today. Please note, there maybe additional changes.

**MM: Braden**                      **SM: Murdy-Haber**                      **ACTION CARRIED: 9-0**  
 Mario Acerra Yes                      Paul Braden - Yes                      Otto Ehram - Yes  
 Mark Ferguson - Yes                      Yvette Johnson - Yes                      Nancy Mikkelsen - Yes  
 Rosemary Murdy-Haber - Yes                      Len Perrett - Yes                      Charles Stinner - Yes

### X. Old Business

#### 2014-2015 Budget Update

### XI. New Business

#### Finance Committee

#### Approval of 2013-2014 Application for Approval of Charter School Lease (PDE-418)

**Motion:** Based upon the recommendation of the Finance Committee, the Board of Directors approves the 2013-2014 Application for Approval of Charter School Lease (PDE-418).

**MM: Finance Committee**                      **ACTION REQUIRED:**  
**TABLED until the June 12, 2014 meeting.**

#### Curriculum Committee

#### Approval of 2014-2015 Course Selection Guide

**Motion:** Based upon the recommendation of the Curriculum Committee and the Principal, the Board of Directors approves the 2014-2015 Course Selection Guide.

**MM: Curriculum Committee**                      **ACTION CARRIED: 10-0**  
 Mario Acerra Yes                      Paul Braden - Yes                      Otto Ehram - Yes  
 Mark Ferguson - Yes                      John Filipos – Yes                      Yvette Johnson - Yes  
 Nancy Mikkelsen – Yes                      Rosemary Murdy-Haber - Yes                      Len Perrett - Yes  
 Charles Stinner - Yes

#### Approval of June 22 -29, 2015 London Trip

**Motion:** Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the June 22 – 29, 2015 London Trip.

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**MM: Ferguson**

Mario Acerra Yes  
Mark Ferguson - Yes  
Nancy Mikkelsen – Yes  
Charles Stinner - Yes

**SM: Murdy-Haber**

Paul Braden - Yes  
John Filipos – Yes  
Rosemary Murdy-Haber - Yes

**ACTION CARRIED: 10-0**

Otto Ehram - Yes  
Yvette Johnson - Yes  
Len Perrett - Yes

Executive Committee

**Approval of 2014-2015 School Calendar**

**Motion:** Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the 2014-2015 School Calendar

**MM: Johnson**

Mario Acerra Yes  
Mark Ferguson - Yes  
Nancy Mikkelsen – Yes  
Charles Stinner - Yes

**SM: Stinner**

Paul Braden - Yes  
John Filipos – Yes  
Rosemary Murdy-Haber - Yes

**ACTION CARRIED: 10-0**

Otto Ehram - Yes  
Yvette Johnson - Yes  
Len Perrett - Yes

**Approval of 2014-2015 Board of Directors Calendar**

**Motion:** Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors approves the 2014-2015 Board of Directors Calendar.

**MM: Ferguson**

Mario Acerra Yes  
Mark Ferguson - Yes  
Nancy Mikkelsen – Yes  
Charles Stinner - Yes

**SM: Stinner**

Paul Braden - Yes  
John Filipos – Yes  
Rosemary Murdy-Haber - Yes

**ACTION CARRIED: 10-0**

Otto Ehram - Yes  
Yvette Johnson - Yes  
Len Perrett - Yes

**Approval of IU 21 Technology Contracts**

**Motion:** Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors approves \$44,056 for on site technology support and \$5,865 for PowerSchool support.

**MM: Braden**

Mario Acerra Yes  
Mark Ferguson - Yes  
Nancy Mikkelsen – Yes  
Charles Stinner - Yes

**SM: Mikkelsen**

Paul Braden - Yes  
John Filipos – Yes  
Rosemary Murdy-Haber - Yes

**ACTION CARRIED: 10-0**

Otto Ehram - Yes  
Yvette Johnson - Yes  
Len Perrett - Yes

**Approval of Transfer of Funds to Foundation Account**

**Motion:** Based on the recommendation of the Executive Director and the Executive Committee, the Board of Directors authorizes a transfer of up to \$300,000, if needed, to the Foundation to secure the PNC \$20,000,000 Construction Loan.

**MM: Braden**

Mario Acerra Yes  
Mark Ferguson - Yes  
Nancy Mikkelsen – Yes  
Charles Stinner - Yes

**SM: Stinner**

Paul Braden - Yes  
John Filipos – Yes  
Rosemary Murdy-Haber - Yes

**ACTION CARRIED: 10-0**

Otto Ehram - Yes  
Yvette Johnson - Yes  
Len Perrett - Yes

**Review of Proxy Vote Amendment to Bylaws**

Mrs. Mikkelsen led the discussion of Proxy Vote Amendment to the Bylaws. The Amendment will be voted on at the June 12, 2014 meeting.

XII. Public Comments: (limited to 3 minutes per individual) None.

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- XIII. Adjournment  
**Motion to adjourn:** 7:20PM  
 Mario Acerra Yes  
 Mark Ferguson  
 Nancy Mikkelsen – Yes  
 Charles Stinner - Yes
- |                            |                      |                             |
|----------------------------|----------------------|-----------------------------|
| <b>MM: Ferguson</b>        | <b>SM: Braden</b>    | <b>ACTION CARRIED: 10-0</b> |
| Paul Braden - Yes          | Otto Ehram - Yes     |                             |
| John Filipos – Yes         | Yvette Johnson - Yes |                             |
| Rosemary Murdy-Haber - Yes | Len Perrett - Yes    |                             |

**Next Meeting Date and Time: Thursday, June 12, 2014, 6pm**

Respectfully Submitted,

Cheryl Schurz  
Board Secretary