

## Thursday, August 27, 2015 Minutes

MEETING PLACE: 321 E. Third St Bethlehem, PA 18015      Conference Room      6:00pm

### The President called the meeting to order at 6:03pm.

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

Present:

Mario Acerra	Paul Braden	Otto Ehram
Mark Ferguson	John Filipos	William Moran
Rosemary Murdy-Haber	Len Perrett	Charles Stinner

Absent:

Marc Basist	Yvette Johnson
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Administration:

Also Present:

Diane LaBelle, Executive Director	
Carise Comstock, Dean of Academic Affairs	Sharon Fehlinger-Ricker, Principal
AJ Kise, Supervisor of Special Programming	Cheryl Schurz, Director of Finance
Debra Storm, Director of Development	

### IV. **Executive Session:**

**Motion:** The Board of Directors moves to Executive Session at 6:05pm.

<b>MM: Filipos</b>	<b>SM: Stinner</b>	<b>ACTION CARRIED: 9-0</b>
Mario Acerra - Yes	Paul Braden - Yes	Otto Ehram - Yes
Mark Ferguson - Yes	John Filipos - Yes	William Moran - Yes
Rosemary Murdy-Haber - Yes	Len Perrett - Yes	Charles Stinner - Yes

### V. **Open Session:**

The Board of Directors returns to Open Session at 6:17 pm.

Opening Remarks –

- Mr. Acerra, Board President – President Acerra’s remarks: We celebrate the first meeting in our new building and welcome to a new school year. Thanks to Diane LaBelle for a beautiful building. President Acerra recognized Mr. Otto Ehram for faithfully serving the Board since 1996. Mr. Ehram chairs the Development Committee. Mr. Len Perrett has faithfully served the Board also very early in the school’s history and chairs the Curriculum Committee. Mrs. Nancy Mikkelsen, who was our Vice President for many years, and Rev. Paul Braden, who chairs the Finance Committee, both have served on the Board since 2003.
- Rev. Braden thanked Mr. Mario Acerra for serving on the Board since the beginning of the school and leading the Board of Directors for many years.
- Ms. Diane LaBelle, Executive Director – Ms. LaBelle remarks: Thank you to the Board for your support. Monday we said goodbye to the old building and we recognized and honored our employees for their years of service. We celebrated our history and we look forward to moving to our future. Please join us for the following: Ribbon Cutting, September 3, 3pm at Third Street entrance. September 9, the Board is invited to meet the staff from 2:30-5:00 at Ms. LaBelle’s home. Ms. LaBelle noted that September 1

Administration

& 2 Charter Arts will host parent tours. Mr. AJ Kise will present a Safety presentation to the Board at the October Board meeting.

- Executive Director’s Report

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

VII. Acceptance of **Consent Agenda Items:**

- i. Acceptance of June 18, 2015 Meeting Minutes
- ii. Facility and Safety Report - Filchner
- iii. Development Report - Storm
- iv. Public Relations Report - Gillette
- v. Principal’s Report – Fehlinger-Ricker
- vi. Dean of Academic Affairs – Comstock
- vii. Dean of Student Affairs – N/A

**MM: Stinner**

Mario Acerra - Yes  
Mark Ferguson - Yes  
Rosemary Murdy-Haber - Yes

**SM: Murdy-Haber**

Paul Braden - Yes  
John Filipos - Yes  
Len Perrett - Yes

**ACTION CARRIED: 9-0**

Otto Ehram - Yes  
William Moran - Yes  
Charles Stinner - Yes

VIII. Personnel Report

**Approval of August 2015 Personnel Report**

**Motion:** Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors approves the August 2015 Personnel Report.

**MM: Stinner**

Mario Acerra - Yes  
Mark Ferguson - Yes  
Rosemary Murdy-Haber - Yes

**SM: Filipos**

Paul Braden - Yes  
John Filipos - Yes  
Len Perrett - Yes

**ACTION CARRIED: 9-0**

Otto Ehram - Yes  
William Moran - Yes  
Charles Stinner - Yes

IX. Foundation Board Liaison Report – Mr. Mark Ferguson  
Approval of the Following Contracts and Purchase Orders:

- Admiral Management Services**
- Arc Electric**
- Blue Chip Sound**
- Center Stage Lighting and Rigging**
- Clay King**
- CLIU 21**
- Colonial Electric Supply**
- Corporate Environments (2 contracts)**
- Duggan & Marcon**
- IB Mirrors**
- Jacobs Music**
- K&H Custom Window Treatment**
- Alan Kunsman**
- Lunar Audio Visual LLC**
- Marcus Michael**
- Service Electric**
- Singer**
- Starbuck Goldner Tile**
- Stage Right**

**Administration**

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

**Theatre Solutions**

**MM: Ferguson**

Mario Acerra - Yes  
Mark Ferguson - Yes  
Rosemary Murdy-Haber - Yes

**SM: Stinner**

Paul Braden - Yes  
John Filipos - Yes  
Len Perrett - Yes

**ACTION CARRIED: 9-0**

Otto Ehram - Yes  
William Moran - Yes  
Charles Stinner - Yes

**Approval of reappointing current Foundation Board members for another 3 year term.**

Tim Charlesworth, David Lyons, Sheryl Maher, Mark Metzgar, Frank Shipman, and Melinda Stitt.

**MM: Ferguson**

Mario Acerra - Yes  
Mark Ferguson - Yes  
Rosemary Murdy-Haber - Yes

**SM: Braden**

Paul Braden - Yes  
John Filipos - Yes  
Len Perrett - Yes

**ACTION CARRIED: 9-0**

Otto Ehram - Yes  
William Moran - Yes  
Charles Stinner - Yes

**X. Old Business – None.**

**XI. New Business**

Finance Committee

**Acceptance of July 2015 Financial Reports**

July 2015 Finance reports pulled from agenda per Finance Committee. Finance Committee did not review reports prior to the Board meeting. Rev. Braden advised the Board that the preliminary (prior to audit) net income for the General account exceeded \$100,000 due to healthcare costs below budget and new hires enrolled in 403b Plan instead of PSERS.

**Motion:** Based upon the recommendation of the Executive Director, the Board of Directors approves the following contracts:

SimplexGrinnell contract 7/1/15 to 6/30/2020  
Source4Teachers contract for the 2015-2016 school year  
Bayada contract for the 2015-2016 school year  
Novogradac Engagement Letter  
George Nagle Engagement Letter

**MM: Finance Committee**

Mario Acerra - Yes  
Mark Ferguson - Yes  
Rosemary Murdy-Haber - Yes

Paul Braden - Yes  
John Filipos - Yes  
Len Perrett - Yes

**ACTION CARRIED: 9-0**

Otto Ehram - Yes  
William Moran - Yes  
Charles Stinner - Yes

Curriculum Committee – Mrs. Comstock presented the 2015 Spring Data Testing Results. PDF to be emailed to the Board. Mr. Perrett thanked Mrs. Comstock, Mrs. Fehlinger-Ricker and Ms. LaBelle for the excellent new hires and sharing the new employees’ resumes with the Curriculum Committee.

Board Development Committee – No report.

Executive Committee – No report.

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

**XIII. Adjournment**

**Motion to adjourn at 7:05pm: MM: Ferguson**

Mario Acerra - Yes  
Mark Ferguson - Yes  
Rosemary Murdy-Haber - Yes

Paul Braden - Yes  
John Filipos - Yes  
Len Perrett - Yes

**SM: Braden**

**ACTION CARRIED: 9-0**

Otto Ehram - Yes  
William Moran - Yes  
Charles Stinner - Yes

**Next Meeting Date and Time: Thursday, October 8, 2015, 6pm, Conference Room, 2nd Floor**

Respectfully Submitted,

Cheryl Schurz, Board Secretary