

Thursday, December 8, 2016 Minutes

MEETING PLACE: 321 E. Third St., Bethlehem, PA 18015

Second Floor Conference Room

6:00pm

The President called the meeting to order at 6:04pm.

I. Pledge of Allegiance:

II. Moment of Silence:

III. Roll Call:

Present:

Mario Acerra

Paul Braden

Otto Ehram

Mark Ferguson

John Filipos

Yvette Johnson (arrived at 7:00pm)

Rosemary Murdy-Haber

Len Perrett

Charles Stinner

Administration:

Also Present:

Diane LaBelle, Executive Director

Carise Comstock, Dean of Academic Affairs

Sharon Fehlinger-Ricker, Principal

AJ Kise, Supervisor of Special Programs

Cheryl Schurz, Director of Finance

Debra Storm, Director of Development

IV. Introduction of Student Council President, Mamie Covell.

Ms. LaBelle introduced Mamie Covell to the Board of Directors.

President Acerra awarded Miss Covell with a framed achievement award that praised the Class of 2017 and Charter Arts as the Keystone Top High School for Combined Scores in the Lehigh Valley.

Miss Covell thanked the Board for many opportunities to grow academically and artistically. Miss Covell highlighted Charter Arts changes from the old building to the new building and thanked the Board and Ms. LaBelle for a beautiful building and a challenging curriculum.

V. Executive Session:

Motion: The Board of Directors moves to go into Executive Session at 6:08pm.

MM: Filipos

SM: Braden

ACTION CARRIED: 8-0

VI. Open Session:

The Board of Directors returns to Open Session at 6:26pm.

Opening Remarks –

- Mr. Acerra, Board President
President Acerra thanked the Administration and Faculty for excellent Keystone Exam scores.
President Acerra thanked Mr. AJ Kise for his leadership and service to Charter Arts.
- Ms. Diane LaBelle, Executive Director
Ms. LaBelle invited the Board to the many concerts this season. Please see the website for further information.
Charter arts student, Dane Becker, was chosen to represent Charter Arts at the All Eastern Jazz Band.
- Executive Director's Report

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

VIII. Acceptance of Consent Agenda Items:

- i. Acceptance of October 13, 2016 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. Technology Report – Levernier

MM: Ehram

SM: Braden

ACTION CARRIED: 8-0

Administration

321 East 3rd Street, Bethlehem, PA 18015
phone (610) 868-2971 | fax (610) 868-1446

- IX. Personnel Report**
Approval of December 2016 Personnel Report
Motion: Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors approves the December 2016 Personnel Report.
MM: Stinner SM: Filipos ACTION CARRIED: 8-0
- X. Foundation Report – Mr. Ferguson**
Review of Foundation Financial Report
- Acceptance of Charter Arts Foundation 2015-2016 Audit and Form 990.**
Motion: Based upon the recommendation of the Executive Director and the Charter Arts Foundation Finance Committee, the Board of Directors accepts the Charter Arts Foundation Audit and Form 990.
MM: Ferguson SM: Braden ACTION CARRIED: 8-0
- Approval of Charter Arts Foundation Bylaws Change**
Motion: Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors approves the Charter Arts Foundation Bylaws change.
MM: Ferguson SM: Filipos ACTION CARRIED: 8-0
- Approval of Appointments to the Charter Arts Foundation Board and Mr. Stinner’s Resignation from the Charter Arts Foundation Finance Committee**
Motion: Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors approves the following appointments to the Charter Arts Foundation Board and accepts Mr. Chuck Stinner’s resignation from the Charter Arts Foundation Finance Committee.
Denise Maitico – new Board member
Marna Hayden – Interim President
Pat D’Amico – Interim Vice President
Scott Hawk – Cultivation Committee Chair
Chuck Stinner - resigning from the Charter Arts Foundation Finance Committee
MM: Ferguson SM: Filipos ACTION CARRIED: 8-0
- XI. Old Business – None.**
- XII. New Business**
Finance Committee
- Acceptance of October 2016 Financial Reports**
Motion: Based upon the recommendation of the Finance Committee, the Board of Directors accepts the October 2016 Financial Reports.
MM: Finance Committee ACTION CARRIED: 8-0
- Acceptance of Charter Arts 2015-2016 Audit and Form 990.**
Motion: Based upon the recommendation of the Finance Committee, the Board of Directors accepts the 2015-2016 Charter Arts Audit and Form 990.
MM: Finance Committee ACTION CARRIED: 8-0
- Approval of St. Luke’s Consent to Treat Patient and Authorization Form**
Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the St. Luke’s Consent to Treat Patient and Authorization Form
MM: Stinner SM: Ferguson ACTION CARRIED: 8-0
- Approval of Northeast Financial Group Investment Policy**
Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the Northeast Financial Group Investment Policy
MM: Braden SM: Filipos ACTION CARRIED: 8-0

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Curriculum Committee

Approval of Student Trip

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the field trip for dance department to attend the Dance Festival in Norfolk, VA, March 15-19, 2017.

MM: Perrett

SM: Murdy-Haber

ACTION CARRIED: 8-0

Approval of 2017-2018 Curriculum Catalog

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the 2017-2018 Curriculum Catalog.

MM: Perrett

SM: Murdy-Haber

ACTION CARRIED:

The Board discussed the new tracks for 2017-2018 and thereafter in our already existing majors.

Approval of Costume Rental Agreement

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the Costume Rental Agreement with Ice Theatre of New York, Inc.

MM: Perrett

SM: Murdy-Haber

ACTION CARRIED: 8-0

Development Committee – No report.

Board Development Committee

Mrs. Johnson reported that she has spoken to community leaders and parents who are interested in serving on the Board of Directors. Please refer those who express an interest to serve on the Board of Directors to Mrs. Johnson.

Executive Committee

Approval of Charter Arts Comprehensive Plan

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the Charter Arts Comprehensive Plan.

MM: Stinner

SM: Ferguson

ACTION CARRIED: 9-0

Discussion of Strategic Plan Update

Mrs. Johnson reported that the Strategic Planning Committee (The Dream Team) consisting of 11 volunteers, has had 5 meetings, and has logged a combined total of 138 hours. The Strategic Plan is progressing and an additional meeting is planned to synthesize the Dream Team's work.

XIII. Public Comments: (limited to 3 minutes per individual)

Mrs. Lowery expressed her appreciation to Mr. Kise for his service and work for the students at Charter Arts. Mrs. Lowery said she will miss Mr. Kise and wishes him success in his new position.

XIV. Adjournment

Motion to adjourn at 7:08pm: MM: Johnson

SM: Stinner

ACTION CARRIED: 9-0

Next Meeting Date and Time: Thursday, February 9, 2017, 6pm, Conference Room, 2nd Floor

Respectfully Submitted.

Cheryl Schurz
Board Secretary

