

Administration

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

Thursday, May 9, 2013 Minutes

REORGANIZATION MEETING

MEETING PLACE: 675 E. Broad St., Bethlehem, PA 18018 Room 101 6:00pm

The CEO will call the meeting to order.

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

Present:

Mario Acerra	Paul Braden	Otto Ehram
Jennifer Faust	Tom Kartsotis	Nancy Mikkelsen
Len Perrett	Charles Stinner (arrived at 6:14pm)	

Absent:

Marc Basist	Mark Ferguson
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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 2014 - May 2016

MM: Mikkelsen	SM: Faust	ACTION CARRIED: 7-0
Acerra – Yes	Braden – Yes	Ehram – Yes
Faust – Yes	Kartsotis – Yes	Mikkelsen – Yes
Perrett – Yes		

BOARD OF DIRECTORS AND ADMINISTRATIVE INFORMATION

Term Expires – May 2014

Marc Basist Cohen Benefits, Sales	Charles Stinner Air Products, Vice President, Taxes
Jennifer Faust Buckno Lisicky & Company, Accountant	OPEN

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Term Expires - May 2015

Otto Ehram Bethlehem Steel, Retired	Nancy Mikkelsen HR/Education Consultant
Mark Ferguson Iron Mountain, Marketing	Thomas Kartsotis School Administrator, Retired, Educational Consultant

Term Expires – May of 2016

Mario Acerra NCC, Professor	Paul Braden Pastor, Retired
Leonard Perrett Dept. Chair of English , Retired	Open

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 2013-14 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: Ehram **SM: Faust** **ACTION CARRIED: 7-0**
Acerra – Yes **Braden – Yes** **Ehram – Yes**
Faust – Yes **Kartsotis – Yes** **Mikkelsen – Yes**
Perrett – 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 Jennifer Faust Charles Stinner

Curriculum Committee

Len Perrett, chair Thomas Kartsotis

Resource Development

Otto Ehram, chair Marc Basist Mark Ferguson

Board Development

Nancy Mikkelsen, chair

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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 Charles Stinner

MM: Braden	SM: Mikkelsen	ACTION CARRIED: 7-0
Acerra – Yes	Braden – Yes	Ehrsam – Yes
Faust – Yes	Kartsotis – Yes	Mikkelsen – Yes
Perrett – Yes		

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.

MM: Ehrsam	SM: Mikkelsen	ACTION CARRIED: 7-0
Acerra – Yes	Braden – Yes	Ehrsam – Yes
Faust – Yes	Kartsotis – Yes	Mikkelsen – Yes
Perrett – Yes		

V. Executive Session:

Motion: The Board of Directors moves to go into Executive Session at 6:13pm.

MM: Mikkelsen	SM: Braden	ACTION CARRIED: 7-0
Acerra – Yes	Braden – Yes	Ehrsam – Yes
Faust – Yes	Kartsotis – Yes	Mikkelsen – Yes
Perrett – Yes		

VII. Open Session:

The Board of Directors returns to Open Session at 7:00 pm.

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Opening Remarks –

- Mr. Acerra, Board President
- Ms. Diane LaBelle, Executive Director

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

IX. Executive Director’s Report – removed from agenda.

X. Acceptance of April 11, 2013 Minutes

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the Consent Agenda items.

MM: Braden	SM: Ehram	ACTION CARRIED: 8-0
Acerra – Yes	Braden – Yes	Ehram – Yes
Faust – Yes	Kartsotis – Yes	Mikkelsen – Yes
Perrett – Yes	Stinner - Yes	

XII. Personnel Report

Motion: Based upon the recommendation of the Executive Director and the Finance Committee, the Board of Directors approves the 2013-2014 Staff Roster.

MM: Stinner	SM: Faust	ACTION CARRIED: 8-0
Acerra – Yes	Braden – Yes	Ehram – Yes
Faust – Yes	Kartsotis – Yes	Mikkelsen – Yes
Perrett – Yes	Stinner - Yes	

XIII Old Business

Approval of Strategic Plan

TABLED

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the Strategic Plan.

MM:	SM:	ACTION REQUIRED:
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Approval of Lease Extension

Motion: Based upon the recommendation of the Executive Director and the Finance Committee, the Board of Directors approves the Lease Extension.

MM: Braden	SM: Ehram	ACTION CARRIED: 8-0
Acerra – Yes	Braden – Yes	Ehram – Yes
Faust – Yes	Kartsotis – Yes	Mikkelsen – Yes
Perrett – Yes	Stinner - Yes	

XIV. New Business

Finance Committee

Approval of March 2013 Financial Statements

Motion: Based upon the recommendation of the Finance Committee, the Board of Directors approves the March 2013 Financial Statements.

MM: Finance Committee		ACTION CARRIED: 8-0
Acerra – Yes	Braden – Yes	Ehram – Yes
Faust – Yes	Kartsotis – Yes	Mikkelsen – Yes
Perrett – Yes	Stinner - Yes	

Approval of 2012-2013 Application for Approval of Charter School Lease (PDE-418)

Motion: Based upon the recommendation of the Finance Committee, the Board of Directors approves the 2012-2013 Application for Approval of Charter School Lease (PDE-418).

MM: Finance Committee		ACTION CARRIED: 8-0
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Acerra – Yes
Faust – Yes
Perrett – Yes

Braden – Yes
Kartsotis – Yes
Stinner - Yes

Ehrsam – Yes
Mikkelsen – Yes

Curriculum Committee

Class Trips

Approval of Spanish Camping Trip June 1 and June 2, 2013 to Camp Mosey Wood., PA.

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the Spanish Camping Trip June 1 and June 2, 2013 to Camp Mosey Wood, PA.

MM: Mikkelsen

SM: Perrett

ACTION CARRIED: 8-0

Acerra – Yes

Braden – Yes

Ehrsam – Yes

Faust – Yes

Kartsotis – Yes

Mikkelsen – Yes

Perrett – Yes

Stinner - Yes

Executive Committee

Approval of 2013-2014 School Calendar

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the 2013-2014 School Calendar

MM: Braden

SM: Stinner

ACTION CARRIED: 8-0

Acerra – Yes

Braden – Yes

Ehrsam – Yes

Faust – Yes

Kartsotis – Yes

Mikkelsen – Yes

Perrett – Yes

Stinner - Yes

Resource Development Committee – removed from agenda

Board Development Committee – removed from agenda

XV. Public Comments: (limited to 3 minutes per individual) none

XVI. Adjournment Motion to adjourn: 7:13PM

MM: Ehrsam

SM: Perrett

ACTION CARRIED: 8-0

Acerra – Yes

Braden – Yes

Ehrsam – Yes

Faust – Yes

Kartsotis – Yes

Mikkelsen – Yes

Perrett – Yes

Stinner - Yes

Next Meeting Date and Time: Thursday, June 20, 2013, 6pm

Respectfully Submitted,

Cheryl Schurz, Board Secretary