

Administration

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

Thursday, May 14, 2015 Minutes

REORGANIZATION MEETING

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

The CEO called the meeting to order.

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

Present:

Mario Acerra Paul Braden Otto Ehram
John Filipos Yvette Johnson Nancy Mikkelsen
William Moran Rosemary Murdy-Haber Len Perrett
Charles Stinner

Absent

Marc Basist Mark Ferguson

Also Present:

Diane LaBelle, Executive Director
Carise Comstock – Dean of Academic Affairs 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 2016 - May 2018

MM: Murdy-Haber

SM: Stinner

ACTION CARRIED: 9-0 (Perrett arrived 6:05pm)

Mario Acerra - Yes

Paul Braden - Yes

Otto Ehram - Yes

John Filipos - Yes

Yvette Johnson - Yes

Nancy Mikkelsen - Yes

William Moran - Yes

Rosemary Murdy-Haber - Yes

Charles Stinner - Yes

BOARD OF DIRECTORS AND ADMINISTRATIVE INFORMATION

Term Expires – May of 2016

Table with 2 columns: Name/Title and Name/Title. Rows include Mario Acerra (NCC, Professor) and Paul Braden (Pastor, Retired); Leonard Perrett (Dept. Chair of English, Retired) and Yvette Johnson (Just Born, Manager Financial Planning & Analysis); John Filipos (Buckno Lisicky & Co., CPA/Shareholder).

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Term Expires – May 2017

Marc Basist Kistler Tiffany Benefits, Sales	Charles Stinner Air Products, Vice President, Taxes
Rosemary Murdy-Haber Professor, Music	William Moran Judge, Retired

Term Expires - May 2018

Otto Ehrsam Bethlehem Steel, Retired	
Mark Ferguson Iron Mountain, Marketing	

The Executive Director welcomed the new board and proceeded to ask for the nomination of officers.

- The following **Nominations for Officers were made** for the 2015-2016 school year:

President: Mario Acerra
 Vice-President: Yvette Johnson
 Treasurer: Paul Braden

With no further nominations, the CEO entertained a motion to elect the slate of officers.

MM: Moran	SM: Ehrsam	ACTION CARRIED: 10-0
Mario Acerra - Yes	Paul Braden - Yes	Otto Ehrsam - Yes
John Filipos - Yes	Yvette Johnson - Yes	Nancy Mikkelsen - Yes
William Moran - Yes	Rosemary Murdy-Haber - Yes	Len Perrett - Yes
Charles Stinner - Yes		

THE NEW PRESIDENT , MARIO ACERRA, TOOK OVER THE CHAIR.

- Committee Assignments** made by President:

Finance Committee:

Paul Braden, chair John Filipos Charles Stinner

Curriculum Committee:

Len Perrett, chair Rosemary Murdy-Haber

Resource Development Committee:

Otto Ehrsam, chair Marc Basist Mark Ferguson

Board Development Committee:

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Yvette Johnson, chair

Special Committee:

William Moran

3. Foundation Board Assignments:

Based on the recommendation of the Executive Director, the Board of Directors appoints Mark Ferguson as Liaison to the Foundation Board.

Based on the recommendation of the Executive Director, the Board of Directors appoints Charles Stinner as Liaison to the Foundation Board Finance Committee.

MM: Mikkelsen

Mario Acerra - Yes
John Filipos - Yes
William Moran - Yes
Charles Stinner - Yes

SM: Braden

Paul Braden - Yes
Yvette Johnson - Yes
Rosemary Murdy-Haber - Yes

ACTION CARRIED: 10-0

Otto Ehram - Yes
Nancy Mikkelsen - Yes
Len 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
Worth, Magee & Fisher, Allentown, PA, Public School Law Specialists
MacMain Law Group, Malvern, PA, Public School Law Specialists
Fitzpatrick, Lentz, Bubba, Center Valley, PA, Real Estate Specialists
Flamm, Walton PC, Allentown, PA, Employment Specialist
Marshall, Dennehey, Warner, Coleman & Goggin, 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 PenServ as 403b Administrator.

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.

Based on the recommendation of the Executive Director, the Board of Directors appoints Carbon Lehigh IU 21 as Technology Support and PowerSchool support.

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MM: Stinner

Mario Acerra - Yes
John Filipos - Yes
William Moran - Yes
Charles Stinner - Yes

SM: Moran

Paul Braden - Yes
Yvette Johnson - Yes
Rosemary Murdy-Haber - Yes

ACTION CARRIED: 10-0

Otto Ehram - Yes
Nancy Mikkelsen - Yes
Len Perrett - Yes

V. Executive Session:

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

MM: Johnson

Mario Acerra - Yes
John Filipos - Yes
William Moran - Yes
Stinner – Yes

SM: Moran

Paul Braden - Yes
Yvette Johnson - Yes
Rosemary Murdy-Haber - Yes

ACTION CARRIED: 10-0

Otto Ehram - Yes
Nancy Mikkelsen - Yes
Len Perrett - Yes

VI. Open Session:

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

Opening Remarks –

- Mr. Acerra, Board President - The President welcomes the new Board of Directors
- Ms. Diane LaBelle, Executive Director – Ms. LaBelle welcomed the new Board of Directors and invited the Board to the many student performances during the month of May. Graduation is June 11 at Lehigh’s Packer Chapel.

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

VIII. **Acceptance of April 9, 2015 Minutes and Executive Committee Minutes**

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the April 9, 2015 Minutes and Executive Committee Minutes.

MM: Stinner

Mario Acerra - Yes
John Filipos - Yes
William Moran - Yes
Stinner - Yes

SM: Johnson

Paul Braden - Yes
Yvette Johnson - Yes
Rosemary Murdy-Haber - Yes

ACTION CARRIED: 10-0

Otto Ehram - Yes
Nancy Mikkelsen - Yes
Len Perrett - Yes

IX. Personnel

May 2015 Personnel Report

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

MM: Moran

Mario Acerra - Yes
John Filipos - Yes
William Moran - Yes
Stinner – Yes

SM: Stinner

Paul Braden - Yes
Yvette Johnson - Yes
Rosemary Murdy-Haber - Yes

ACTION CARRIED: 10-0

Otto Ehram - Yes
Nancy Mikkelsen - Yes
Len Perrett - Yes

Proposed 2015-2016 Staff Roster

Motion: Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors approves the proposed 2015-2016 Staff Roster.

MM: Braden

Mario Acerra - Yes
John Filipos - Yes
William Moran - Yes
Stinner – Yes

SM: Murdy-Haber

Paul Braden - Yes
Yvette Johnson - Yes
Rosemary Murdy-Haber - Yes

ACTION CARRIED: 10-0

Otto Ehram - Yes
Nancy Mikkelsen - Yes
Len Perrett - Yes

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X. Foundation Board Report

Approval of AmericaVen, LLC Contract

Motion: Based upon the recommendation of the Executive Director and the Foundation Board, the Board of Directors approves the AmericaVen, LLC contract.

MM: Stinner

Mario Acerra - Yes
John Filipos - Yes
William Moran - Yes
Stinner – Yes

SM: Filipos

Paul Braden - Yes
Yvette Johnson - Yes
Rosemary Murdy-Haber - Yes

ACTION CARRIED: 10-0

Otto Ehram - Yes
Nancy Mikkelsen - Yes
Len Perrett - Yes

Approval of ePlus Contract

Motion: Based upon the recommendation of the Executive Director and the Foundation Board, the Board of Directors approves the ePlus Contract.

MM: Murdy-Haber

Mario Acerra - Yes
John Filipos - Yes
William Moran - Yes
Stinner – Yes

SM: Filipos

Paul Braden - Yes
Yvette Johnson - Yes
Rosemary Murdy-Haber - Yes

ACTION CARRIED: 10-0

Otto Ehram - Yes
Nancy Mikkelsen - Yes
Len Perrett - Yes

XI. **New Business**

Finance Committee

Approval of \$300,000 PNC Line of Credit Application

Motion: Based upon the recommendation of the Executive Director, the Board of Directors approves the \$300,000 PNC Line of Credit Application.

MM: Finance Committee

Mario Acerra - Yes
John Filipos - Yes
William Moran - Yes
Stinner – Yes

Paul Braden - Yes
Yvette Johnson - Yes
Rosemary Murdy-Haber - Yes

ACTION CARRIED: 10-0

Otto Ehram - Yes
Nancy Mikkelsen - Yes
Len Perrett - Yes

Approval of Carbon Lehigh IU 21 Laptop Agreement

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the Carbon Lehigh IU 21 Laptop Agreement for \$24,281.45.

MM: Finance Committee

Mario Acerra - Yes
John Filipos - Yes
William Moran - Yes
Stinner – Yes

Paul Braden - Yes
Yvette Johnson - Yes
Rosemary Murdy-Haber - Yes

ACTION CARRIED: 10-0

Otto Ehram - Yes
Nancy Mikkelsen - Yes
Len Perrett - Yes

Approval of Carbon Lehigh IU 21 Internet Services Agreement

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the Carbon Lehigh IU 21 Internet Services Agreement \$20,400 annually for 5 years.

MM: Finance Committee

Mario Acerra - Yes
John Filipos - Yes
William Moran - Yes
Stinner – Yes

Paul Braden - Yes
Yvette Johnson - Yes
Rosemary Murdy-Haber - Yes

ACTION CARRIED: 10-0

Otto Ehram - Yes
Nancy Mikkelsen - Yes
Len Perrett - Yes

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Approval of St. Luke’s Contract

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the St. Luke’s Contract.

MM: Finance Committee

Mario Acerra - Yes
John Filipos - Yes
William Moran - Yes
Stinner – Yes

Paul Braden - Yes
Yvette Johnson - Yes
Rosemary Murdy-Haber - Yes

ACTION CARRIED: 10-0

Otto Ehram - Yes
Nancy Mikkelsen - Yes
Len Perrett - Yes

Presentation of 2015-2016 Development and School Budgets

Rev. Braden discussed the proposed 2015-2016 Development and School Budgets.
The Board of Directors will approve the Development and School Budget at the June Board meeting.

Curriculum Committee

Approval of June 25 -28, 2015 NYC Vocal Music Trip

Motion: Based upon the recommendation of the Executive Director and the Principal, the Board of Directors approves the June 25 – 28, 2015, NYC Vocal Music Trip.

MM: Curriculum Committee

Mario Acerra - Yes
John Filipos - Yes
William Moran - Yes
Stinner – Yes

Paul Braden - Yes
Yvette Johnson - Yes
Rosemary Murdy-Haber - Yes

ACTION CARRIED: 10-0

Otto Ehram - Yes
Nancy Mikkelsen - Yes
Len Perrett - Yes

Mr. Stinner inquired about students in danger of not passing or not graduating. Mr. Stinner requested that the Board be advised of graduation data at the June meeting.

Executive Committee

Approval of 2015-2016 Board of Directors Calendar

Motion: Based upon the recommendation of the Executive Director and the Executive Committee, the Board of Directors approves the 2015-2016 Board of Directors Calendar **and approve a change in meeting date from June 11, 2015 to June 18, 2015.**

MM: Stinner

Mario Acerra - Yes
John Filipos - Yes
William Moran - Yes
Stinner – Yes

SM: Johnson

Paul Braden - Yes
Yvette Johnson - Yes
Rosemary Murdy-Haber - Yes

ACTION CARRIED: 10-0

Otto Ehram - Yes
Nancy Mikkelsen - Yes
Len Perrett - Yes

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

XIII. Adjournment

Motion to adjourn: 7:05PM

Mario Acerra - Yes
John Filipos - Yes
William Moran - Yes
Stinner – Yes

MM: Johnson

Paul Braden - Yes
Yvette Johnson - Yes
Rosemary Murdy-Haber - Yes

SM: Stinner

ACTION CARRIED: 10-0

Otto Ehram - Yes
Nancy Mikkelsen - Yes
Len Perrett - Yes

Next Meeting Date and Time: Thursday, June 18, 2015, 6pm

NOTE: CHANGE IN MEETING DATE

Respectfully Submitted.
Cheryl Schurz, Board Secretary

THE
LEHIGH VALLEY
CHARTER HIGH SCHOOL
FOR THE **ARTS**
Administration

www.CharterArts.org

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