

**DRAFT EXECUTIVE SESSION MINUTES**

**RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS**

**Board of Trustees**

**Tuesday, May 10, 2016; 5:00 – 6:30 PM**

**Location: 299 Kirk Road, Rochester, New York 14612**

**Mission:** *Renaissance Academy Charter School of the Arts will provide children an enriched and rigorous educational experience through the infusion of the humanities and arts rooted in a culture of high academic standards leading to success in college and careers.*

- **Attending:** Alan Lockwood; Steven Gordon; Audrey Lewis Cummings; Bert Brinkerhoff; Dr. Donna Marie Cozine; Craig Eichmann;
- **Absent:** Marilyn Patterson Grant; Dale Klein

**1. Motion 30.1 to enter into Executive Session made by Alan Lockwood and seconded by Bert Brinkerhoff at 5:15 PM. Dr. Cozine and Mr. Eichmann were invited to attend.**

The Board returned to Open Meeting @ 5:35 PM.

**5. Finance & Audit Committee Report [Bert Brinkerhoff]**

- Review Monthly Balance Sheet, P & L Statement and July to April, Budgeted vs Spent [Sent as attachment]

Bert reviewed the discussion of the Finance Committee

- **Motion 30.2 to approve 2016-17 school budget and 4 year projections was made by Bert Brinkerhoff and seconded by Steven Gordon .**
- **Discussion:** Craig Eichmann reviewed the budget and projections. Specific focus was placed on the number of new hires and how they affect the budget numbers.
- **Roll Call Vote**
  - Bert Brinkerhoff **Yes**
  - Dale Klein Absent
  - Alan Lockwood **Yes**
  - Marilyn Patterson Grant Absent
  - Audrey Cummings **Yes**
  - Steven Gordon **Yes**

#### **6. Facilities Committee [Steven Gordon & Alan Lockwood]**

- Update on Phase II Renovations
- Steven Gordon commended Craig Eichmann for his ability to interface between the contractors and the Board

#### **7. Human Resources Committee Report [Alan Lockwood]**

Board went into executive session and invited the CEO and COO to discuss a personnel issue.

#### **8. Governance Committee Report [Dale Klein]**

- New Board Member Update

#### **9. Resource Development Committee Report**

- Development Consultant Interviews being held.

## 10. Ad Hoc Strategic Planning Committee (Marilynn/Audrey/Nan/Donna Marie)

- Mission/Vision Revision submitted to SED for non-material charter revision

## 11. Old Business

- After discussion and review of sample Board Giving Policies, the Board agreed on parameters for an RA policy.
  - **Motion 30.2 to approve the RA Board Giving Policy by Steven Gordon and seconded by Audrey Lewis Cummings. *Each Board member acknowledges that the Board is committed to raising funds for the operations and capital improvement of the school. Each Board member will contribute to the best of his/her ability to the success of these efforts.*
    - **There was no discussion; Motion unanimously passed (Ayes 4; Nays 0)****

## 12. New Business

- **Motion 30.3 to approve new Nan Westervelt as part-time Director of Arts was made by Audrey Lewis-Cummings and seconded by Steven Gordon.**
  - **There was no discussion**
- **Roll Call Vote**
  - Dale Klein Absent
  - Bert Brinkerhoff **Yes**
  - Steven Gordon **Yes**
  - Marilynn Patterson Grant Absent
  - Audrey Cummings **Yes**
  - Alan Lockwood **Yes** No

- **Motion 30.4 to approve receipt of signed Disclosure of Possible Conflict of Interest and Code of Ethics from Nan Westervelt, Director of Arts. [see attached] was made by Steven Gordon and seconded by Bert Brinkerhoff**
  - **There was no discussion; Motion unanimously passed ( Ayes 4; Nays 0)**
  
- **Motion 30.5 to acknowledge in the minutes of the retroactive receipt and approval of signed Disclosure of Possible Conflict of Interest from Alan Lockwood, Steven Gordon, and Barbara Cozine was made by Bert Brinkerhoff and seconded by Audrey Lewis Cummings. [see attached]**
  - **There was no discussion; Motion unanimously passed (4 Ayes; 0 Nays)**
  
- **Motion 30.6 to approve revisions to Organizational Chart (Non-material Charter Change) was made by Bert Brinkerhoff and seconded by Audrey Lewis Cummings**
  - **There was no discussion; Motion unanimously passed (Ayes 4; Nays 0)**

### **13.. Public Comments**

### **14 . Adjournment 6:20**

- **Motion 30.7 to approve adjournment made by Steven Gordon and seconded by Bert Brinkerhoff at 6:20 PM**
  - **There was no discussion; Motion unanimously passed (Ayes 4; Nays 0)**