

MINUTES

Board of Trustees Meeting

Wednesday, June 21, 2017

6:00 pm, Room 124

Members Present: Karen Cady, Alfonso Perillo, Michelle Aroko, Steve Palmer,
Joshua Biber, Rick Jones, Christine Wynne, Thomas Monroe,

Members Absent: Bill Henning, Nina Cohen, David Pabich, Janine Matho,

Guests: Jen Lebzelter, Sean Gass, Christian Foster, Sean O'Neil, Fawaz
Abusharkh, Stephanie Callahan, Pam Rochna

I. Call to Order, Welcome
Steve Palmer, Vice-Chair

Due to Nina Cohen's absence, Steve Palmer called the June 21, 2017 Board of Trustees meeting to order at 6:13PM.

II. Minutes of the Meeting of May 24 , 2017 [VOTE] Attachment A
Rick Jones

Motion: The minutes of the May 24, 2017 meeting shall be approved as written. Motion made by Rick Jones and seconded by Thomas Monroe. The Board voted unanimously to accept the minutes as presented.

III. Public Comment

There were no comments made by the public.

IV. Finance Committee Report Attachment B
A. Monthly Financials

The Board of Trustees reviewed a budget proposal for the 2017-2018 Salem Academy Budget. Sean O'Neil reviewed the 2016-2017 budget before detailing each piece of next year's budget.

B. 2017-2018 Budget [VOTE] Attachment C
Thomas Monroe

Motion: The 2017-2018 Budget shall be approved as written. Motion was made by Alfonso Perillo and seconded by Thomas Monroe. The Board, with discussion, voted unanimously to accept the Salem Academy 2017-2018 Budget as presented.

V. New Business Attachment D
A. 2017-2018 School Calendar

The board reviewed a tentative school calendar for 2017-2018. This review was done for general interest and to ensure that Salem Academy stays committed to a 195 school day schedule.

B. 2017-2018 Board Meeting Dates Attachment E

Sean O'Neil shared the tentative dates for all 2017-2018 Board meetings. The Board stated that they preferred the fourth Wednesday of each month.

Motion: The Board Meeting Dates for the 2017-2018 school year shall be approved as presented. Motion was made by Alfonso Perillo and seconded by Rick Jones. The Board voted unanimously to accept the schedule Board Meeting Schedule (fourth Wednesday of each month) as presented.

VI. Head of School Report Attachment F
Stephanie Callahan / Sean Gass

Stephanie Callahan presented the Head of School Report. Highlights included:

- a. Grades close on 6/26/2017.
- b. A summary of graduation night. It was a huge success.
- c. Both the upper and lower school are in the midst of hiring.

VII. Executive Director Report Attachment G
Sean O'Neil

Sean O'Neil presented the Executive Director Report. He took a bit of a lighter approach to this month's Executive Report and gave the Board a little insight into the day in the life of an Executive Director.

Additionally, Stephanie Callahan reported that on June 21, a camera crew came to Salem Academy to film a short film on Safe and Supportive Skills.

VIII. Short Reports

A. SFC Report Pam Rochna

Pam Rochna gave the SFC Report to the Board of Trustees. She noted the following:

- a. The 3.8 brunch is coming up as are Salem Academy's slew of end of year events.
- b. The SFC is also donating \$1000 to the gym fundraising efforts.
- c. Additionally, the SFC gave out the Rachel Hunt Scholarship award to Sia Linda-Lebbie, Salem Academy's valedictorian.

C. Development Committee Christine Wynne

Christine Wynne summarized the Development Committee's last meeting.

- a. The Development will be hosting a Coffee Connection, an opportunity for Kathy Egmont to meet members of the community, on Tuesday, October 17th.
- b. Event planning for the opening of the gymnasium.
- c. Creation of an alumni association.

D. HR Committee Karen Cady

There was no meeting this past month and thus, no HR Committee report.

E. Facilities Committee David Pabich

Sean O'Neil presented the Facilities Committee report. The Albright Arts Center has been a huge success. Many events have already been successfully put on in the stage and arts classrooms.

Additionally, Sean O'Neil gave a summary of the HVAC system obstacles in Salem Academy buildings.

IX. Vote to Adjourn [VOTE]
Steve Palmer

On motion made by Thomas Monroe, Steve Palmer adjourned the meeting at 8:08 PM.