

## APPROVED MINUTES

### ACADEMY FOR SCIENCE AND DESIGN BOARD OF TRUSTEES

#### MINUTES OF NOVEMBER 13, 2007 MEETING at University of New Hampshire, Durham, NH

In attendance: Trustees Susan Hollins, Joseph Klewicki, Izuh Obinelo, Karen Graham, and Tom Popik. Kent Glossop and Nancy as parent guests.

1. Call to Order: Acknowledging a quorum of the Board, Joseph Klewicki called the meeting to order at 5:00PM.

2. Approval of Minutes from August 28, 2007 Meeting. Motion by Sue Hollins to approve the minutes. Seconded by Karen Graham. Unanimously approved.

3. Operations Report. The board listened to a review of current operations by Sue Hollins. The school currently has two full-time teachers. Thirty-two students attend the school. The school needs a part-time administrator.

4. Budget. Sue Hollins presented a revised budget, as requested by the Board during its last meeting. The revised budget would spend \$395,000 during the school's first year of operation.

5. Motion to Recognize the Efforts of Sue Hollins. Tom Popik made a motion to recognize the efforts of Sue Hollins in starting the Academy for Science and Design. Motion seconded by Karen Graham. Unanimously approved.

6. Motion to Appoint an Interim Director. Karen Graham made a motion to that Sue Hollins be formally appointed as interim director of ASD, with any compensation to be coming entirely from philanthropic sources. Motion seconded by Izuh Obinelo. Unanimously approved.

7. Motion to Search for an Assistant Administrator. Karen Graham made a motion to that Sue Hollins be charged with the search for an assistant administrator. Motion seconded by Izuh Obinelo. Unanimously approved.

8. Motion to Perform Analysis of Expenditures Relative to Budget. Joseph Klewicki made a motion to do an analysis of expenditures relative to the revised first year 2007-2008 budget and make appropriate adjustments with any expenditures in the interim being consistent with the requirement to provide one full year of instruction within presently available funding. Sue Hollins described how parents are contributing to revenues via fees. The motion was seconded by Sue Hollins. Unanimously approved.

9. Discussion of Fundraising and Legislative Initiatives. Joseph Klewicki and Sue Hollins will work together to establish fundraising and legislative committees.

At 6:40 PM Karen Graham departed, removing the quorum. Meeting adjourned for formal business.

10. After Meeting Discussion. The remaining Board members discussed the need for parent representatives on the Board. The Board needs a one page letter from potential Board members plus resume. Nominations should be by January 1 so a decision can be made at the next meeting in early

Respectfully submitted:  
Tom Popik,  
Board Secretary