

## **Academy for Science and Design (ASD)**

Board of Trustees Meeting Minutes -APRIL 12, 2017 (Approved by Board at 5/10/17 mtg)  
doc ref: 2017-APR-12- ASD Board Minutes

**Board Members Present (10):** David Alukonis, Peter Bewley, Heather Bobbitt, Rod Conard,, Dr. Karen Graham, Kim Lavallee, Heather MacDonald, Dr. Dan Moriarty, Brian Smith, Matt Southerton

**Board Members Absent (2):** Greg Czuba, Kent Glossop

**Non-Voting Members Present (2):** Jennifer Cava, Sarah Frischknecht

**Non Voting Members Absent (1):** Fiona Doyle

**Others in Attendance:** Kym Harmon

**Meeting called to order 6:38 PM by Brian Smith**

### **1. Public comments**

Approve minutes from previous meetings

- March 8, 2017 Board Meeting Draft Minutes,

Rod Conard made a motion to approve the March 8, 2017 meeting minutes and Peter Bewley 2nd the motion, all were in favor, so moved.

### **2. Consent Agenda**

- Policy, JLCB - Immunization of Students, 2nd reading/approval

Pete Bewley made a motion to approve JLCB, 2nd by Kim Lavallee, all were in favor, 1 abstention, Dr. Dan Moriarty, so moved.

### **3. Policies**

- IHAM - Health Education and Exemption from Instruction, 1st reading

[https://docs.google.com/document/d/12e9uyrjKEq9t3NGbrjVn09JXtiD4cRF1hYP4IR6frM/edit?usp=drive\\_web](https://docs.google.com/document/d/12e9uyrjKEq9t3NGbrjVn09JXtiD4cRF1hYP4IR6frM/edit?usp=drive_web)

Heather MacDonald asked for any questions; no comments.

Heather MacDonald made a motion to put IHAM on the consent agenda for the April Board Meeting; Kim Lavallee 2nd motion, all were in favor, so moved.

### **4. Items of Board Business**

- *Board Chair*

Brian Smith reported he has inquired with 8 Board members whose terms will be coming due for June 2017. The response he has received shows a consensus these Board Members opting to

continue to serve additional terms. Brian Smith, our Chairman, did announce he will be stepping down as Chairman, and from the Board, in June.

Dr. Dan Moriarity, our newest Board Member has chosen to commit to a 2 year term.

The remaining Board Members involved will be addressed at the June Board Meeting for the terms they will agree to continue serving.

- *Board Treasurer*
  - Budget update

P&L and Balance Sheet for February 2017:

[https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=15b3f4ca5403cecd&attid=0.1&disp=inline&realattid=f\\_j15abved0&safe=1&zw](https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=15b3f4ca5403cecd&attid=0.1&disp=inline&realattid=f_j15abved0&safe=1&zw)

Kim Lavallo reported our budget is on track, we do not need a bridge loan this summer, a major expense is being planned to address the HVAC systems. The annual audit process is ramping up with auditors, Nathan Wechsler & Company. This accounting firm has completed all of ASD's audits.

## 5. Director's Report

[https://docs.google.com/a/asdnh.org/document/d/14g9UwgRihFx7gFIdteXTyEGpxbSAR2w7VLDE\\_e6Oe1k/edit?usp=sharing\\_eip&ts=58ebda90](https://docs.google.com/a/asdnh.org/document/d/14g9UwgRihFx7gFIdteXTyEGpxbSAR2w7VLDE_e6Oe1k/edit?usp=sharing_eip&ts=58ebda90)

- \$13,000 raised at the Annual Gala, best year ever! This was the first year we had sponsors for the event, so all monies raised went straight to the fundraising effort; not to pay for the event.
- Frank Edelblut was present and is interested in the future of ASD.
- Discussion of enrollment offers to help sort out no shows on enrollment.
- Liability Insurance group reviewed with additional service of HR, annual contract.
- IT, Drew Daley, weekly engineer, All Covered, power outage, server out of commission; ASD needs a new server; proposal for \$4000 refurbished or a new server \$9000.
- Paperwork submitted for National Blue Ribbon School, we won't hear until August.
- ASD is officially the new home for FIRST Team Phoenix; goal to allow Mentors and ASD students to mentor and engage some of the younger kids, they have their own insurance.
- Working with a private donor on the construction of an engineering lab.

## 6. Faculty & Student Affairs

- Faculty Report (Sarah Frischknecht) nothing to report.
- Student Report (Fiona Doyle) not present, no report

## 7. Committee Reports

- **Facilities** (Brian Smith)  
Received word back from Public Facilities Investment Corp reporting they would be interested in funding ASD \$8.3 million with either new, refurb, lease, etc. Part of the presentation is this company will lease back for the term. Should the Board consider this

venture. Looking for Board response to this news. This information was based on the 5 year projections presented.

- **Finance** (Dave Alukonis)  
5 year Budget Projection 2018-2022 reviewed, copies distributed.

[https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=15b150d5d1fe88f5&attid=0.1&disp=inline&realattid=f\\_j0tkbof31&safe=1&zw](https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=15b150d5d1fe88f5&attid=0.1&disp=inline&realattid=f_j0tkbof31&safe=1&zw)

Amended 5 year Budget Projection 2018-2022 version attached totalling facility and maintenance per Dr. Moriarity's request:

[https://docs.google.com/a/asdnh.org/spreadsheets/d/1E8KVaCuj6qW26MA0Ln6mjgyiY1xl3gwiJPm9G\\_7Fjw0/edit?usp=sharing\\_eil&ts=58f60de6](https://docs.google.com/a/asdnh.org/spreadsheets/d/1E8KVaCuj6qW26MA0Ln6mjgyiY1xl3gwiJPm9G_7Fjw0/edit?usp=sharing_eil&ts=58f60de6)

- **Personnel** (Kim Lavallee)  
Met and will be meeting Friday, will have material for Director review and contract for the May meeting.
- **Policy** (Greg Czuba)  
Not present, Heather MacDonald spoke in his stead, 8 policies actively working on.
- **Strategic Planning/Initiatives and Outreach** (Rod Conard)  
Group to attend Director's chat and May 1st next meeting.
- **Trustee Membership** (Rod Conard)  
Did not meet

#### 8. Next Meeting

- Next meeting date, May 10, 2017
- Recommended agenda items
  - Recognition of Enable Project

Peter Bewley made a motion to adjourn the meeting at 7:55pm, all were in favor, so moved.

Respectfully submitted  
Heather Bobbitt  
Secretary, Board of Trustees