

Academy for Science and Design (ASD)

Board of Trustees Meeting Minutes - November 8, 2017 (Approval Jan 24, 2018)

doc ref: 2017-November 8- ASD Board Minutes

Board Members Present (8): David Alukonis, Peter Bewley, Heather Bobbitt, Rod Conard, Kent Glossop, Dr. Karen Graham, Kim Lavalley, Heather MacDonald

Board Members Absent (3): Greg Czuba, Dr. Dan Moriarty, Matt Southerton

Non-Voting Members Present (2): Sarah Frischknecht, Timothy Zumbo

Non-Voting Members Absent (1): Jennifer Cava

Others in Attendance: Mike Lucas and Devin Gallagher

Meeting called to order 6:36 PM by Peter Bewley

1. Public comments There were no public comments

2. Approve minutes from previous meetings

- October 11, 2017 Board Meeting Minutes

Heather MacDonald made a motion to approve the October 11, 2017 meeting minutes, all were in favor, so moved.

3. Consent Agenda

- N/A

4. ASD's Insurance Company, Fred C. Church Insurance, carrier for 2017-18.

Representatives, Mike Lucas and Devin Gallagher reviewed the scope of ASD's current Property & Casualty Insurance Coverage.

5 Student Report: Timothy Zumbo

- a. Student Council Update
 - Current Money in Bank: ~5,500
 - Halloween Haunt and HS Dance
 - Total Net Profit: \$1,269
 - Corrections in the future
 - Lack of volunteers/volunteer communication
 - Lack of student council participation
 - Appropriation of songs addressed
 - Caffeine free drinks addressed
 - Snack Shack + Pizza Sales
 - Averaging \$90+ each day depending if pizza is offered on Monday
 - Reorganizing the space and donating a vacant fridge to RiverWalk Cafe
 - STUCO Members have more personal responsibility for the Snack Shack

- Pizza cost each week: \$99.00 after tax
 - Ian and Cade pick it up with a personalized 80s playlist
 - 24 pizzas sold(all pizzas ordered) = \$368.00
 - \$267.00 profit each friday
 - Vending Machine for Teachers
 - Purchasing a can vending machine for about \$805
 - Can capacity is 397
- b. College Update and Senior Projects
- A lot of Early Action deadlines this year
 - Less stress among most seniors who applied early
 - Senior projects are progressing
 - Methodology was due today
 - Most need to research

Kim Lavalley and Timothy Zumbo departed meeting at 7:30pm.

6. Items of Board Business

- a. *Board Chair*-Peter Bewley turned over this area to David Alukonis, Chair of the Finance Committee, to address a motion requested by the auditors with regard to Board Designated Funds.
1. **Board Restricted Funds:**
 2. This discussion was in regard to net funds that would be moved into Board Restricted Funds.

David Alukonis, Chair of the Finance Committee, made a motion to move the net income of \$452,293, as found in the Board approved ASD Audit for FY 2016-2017, to Board Restricted Funds. All were in favor, so moved.

2. Tax Form 990:

Finance Committee has reviewed the 990 and approved; no further questions from BOT. Filing to be completed by ASD's Business Mgr, by the date due to the DOE (11-15-2017) pending signature from either ASD Board Chair or Treasurer. .

- b. *Board Treasurer Update:* David Alukonis also spoke on the budget update.

The September 2017 reconciled report was sent to the Board of Trustees by email prior to tonight's meeting. All is in order at this time.

P&L and Balance Sheet for Sept 2017:

[Preview attachment Balance Sheet 9-30-17.pdf](#)



[Balance Sheet 9-30-17.pdf](#)

35 KB

7. Faculty Report (Sarah Frischknecht)

- a. Red Cross Club collected over 200 lbs of candy collected for the US Troops

b. Botany students had a field trip to hydroponic farm.

8. Updated ASD Charter Final Review

Final consideration of the proposed updated ASD Charter; a part of ASD's process for renewal of its Charter was discussed, minor changes made, and put forth for approval.

Kent Glossop made a motion to approve the updated ASD Charter, for submission to the DOE, all were in favor, so moved.

9. No Committee Reports presented.

10. Next Meeting

- Next meeting date, December 13, 2017
- Recommended agenda items

Heather MacDonald made a motion to adjourn the meeting at 8:52 pm, all were in favor, so moved.

Respectfully submitted,

Heather Bobbitt

Secretary, Board of Trustees