Governing Board Minutes
5/13/14

Board Attendees: Karen Antonacio, Robyn Baney, Denise Breckon, Holly Calabro, Ben Click, Anne Marie Dailey, Angela Funya, Brent Johnson, Lynda Kovach and Takiesha Waites-Thiery

Board Members Absent: Robert Hicks & Joy McBride

Committee Attendees: None

Public Attendees: None

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Action</th>
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<tbody>
<tr>
<td>Convened at 5:36 PM</td>
<td>None</td>
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| Approve April Minutes       | VOTE
Approved 8-0
Joy McBride & Robert Hicks not present |

Director’s Report (Angela Funya)

- Charter Renewal
  - CPCS will present a Charter Renewal Brief to the SMCPS Board on 27 May. The information briefed will be:
    - Demographics
    - Fiscal Compliance
    - Admissions Procedures
    - Governance
    - Non-Profit Status
    - Building Acquisition
    - Human Resources/Staffing
    - What Makes CPCS Different?
      - Problem Solving
      - Arts Integration
      - Whole Child
      - Meets Academic Standards
      - State Predictor Data
      - 2014 State Assessments
      - Evaluation of CPCS
  - Letter received from Dr. Martirano stating that he understands the recent developments, but Charter renewal will not be affected. Dr. Martirano also requested a response stating CCSA’s current plan to rectify the situation.

- Budget
  - There is approximately $87,000 left in the healthcare budget for FY14. Approximately $25,000 left in MOI and add’l fund
left for transportation.
  o The plan is to transfer the $87,000 back to SMCPs, but waiting for a reply from Tammy McCourt
  o Not sure how the PPA will be affected next year.

• Fiscal Sponsor
  o Robin Finnecum of the Community Development Corporation (CDC) was approached in regards to become the CCSA fiscal sponsor. CDC is not in a position to act as CCSA’s fiscal sponsor. They are unable to accept a loan. CDC was under the impression that the funds from the USDA would be a grant vice a loan.
  o MANO has a lengthy process to become a fiscal sponsor. MANO would charge CCSA 10 percent to be the fiscal sponsor in addition to taking over the Board. The current Board would act as and advisor to MANO.
  o Pat McKenney, from the Synthesis Center of St. Mary’s was approached about acting as a fiscal sponsor for CCSA and agreed. The Synthesis Center doesn’t want admin costs or a position on the Board and they are willing to retroactively fiscally sponsor CCSA back to March 2014.

VOTE: Motion to move forward with obtaining a fiscal sponsor
VOTE
Approved 8-0

VOTE: Motion to adopt the Synthesis Center of St. Mary’s as the CCSA fiscal sponsor
VOTE
Approved 7-1
Takiesha Waites-Thierry votes no

Committee Reports
• Strategic Planning Report (Ange Funya)
  o Loan
    ▪ Julia is planning a phone conference with Brandi Burwell to discuss how to move forward with the loan application.
  o Lawyer
    ▪ The letter of engagement was received from Will DuBoise on 13 May. Not sure if CCSA will still need his services.

• Treasurer/Fundraising (Anne Marie Dailey)
  o FY15 Budget
    ▪ The budget was generated to fund the Alliance, but not school programs
  o Fundraising total is $43,223.64
  o Capital Campaign total is $16,260 (collected: $12,159)
  o Approximately $2,000 has gone into the CPCS activity
fund.
  - $1,000 from Walmart
  - Yard Sale
  - Ruddy Duck
- CPCS will keep the $2,000 and the Alliance will give CPCS $4,000 for the rest of the environmental field trips for the year.
- Spring Fling (Chinese Auction) will be 6 June during Field Day

- **Community (Takiesha Waites-Thierry)**
  - Spirit Wear shirts are in and being delivered this week
  - Staff Appreciation Week is over and was a success

- **PR/Outreach (Lynda Kovach)**
  - Lynda put together a new display board to be used during events where CPCS is represented. The display is stored in the blue Alliance locker on the third floor.

- **Nominating Committee (Ben Click)**
  - Tara Duarte is the new Parent rep on the Board.
  - Three applications have been received so far.
  - Interviews will be Thursday, 22 May

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<thead>
<tr>
<th>Board Development (Ben Click)</th>
<th>Discussion</th>
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<tbody>
<tr>
<td>- Board Member Self-Assessment: Individual Performance</td>
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<td>- Board Self-Assessment Worksheet</td>
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<th>Action Items</th>
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<tr>
<td>- Email the Board feedback from SMCPS audit (Ange)</td>
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<td>- Sign Lease (Robyn)</td>
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<tr>
<td>- Make edits to brief for SMCPS Board (Ange)</td>
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<td>- Add timeline to brief for SMCPS (Ange)</td>
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<td>- Draft plan of action response to Dr. Martirano (Robyn &amp; Ange)</td>
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<td>- Draft a second letter to donors (Anne Marie, Ben, &amp; Robyn)</td>
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<td>- Edit Fiscal Sponsor agreement between CCSA &amp; Synthesis Center of St. Mary’s (Ange)</td>
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<td>- Sign Letter to donors (Robyn)</td>
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<td>- Amend FY14 CCSA Budget (Anne Marie)</td>
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<td>- Generate a separate spreadsheet with money going into the CPCS activities fund (Anne Marie)</td>
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<td>- Return Board Self-Assessment Worksheet to Ben (All Board Members)</td>
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<tr>
<th>June Meeting Date</th>
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| Adjourn | |
|---------| |
| 7:24 PM | |