

Infinity Charter School Board of Trustees Monthly Board Meeting Minutes

For February 13, 2018

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Meeting—called meeting to order at 3:48 PM

Roll Call—in attendance:

- **Board:** Michelle Coleman (Pres)
Joseph Schell (Sec.) Michelle Haring (VP)
Matt Blaylock (Treas.) Megan Mines-Hall (Parent Rep.)
- **Staff:** Suzanne Gausman (CEO/Prin.) Shelly Fredericks (Bus. Mgr.)
Dawn Brotherton (Development)

Review and Approval of the January 9, 2018 Board Meeting minutes--

A motion was made (See Action # 1) to approve the January, 2018 Board meeting minutes, as presented.

Information and Proposals--

A. Announcement of Executive Session: Prior to the regularly scheduled February Board meeting, the Board met in executive session to discuss financial matters.

B. Community/Public Speakers: Parents David Langan and Tim Harrison came before the Board to recommend the Board formation of an Ad Hoc committee for playground development (this request was already scheduled for discussion under “new business”).

Committee report--

IVO Report: Megan shared with the Board that the IVO raised \$895 this year through the Holiday shop. The IVO will be purchasing a speaker system for the school.

Business Manager’s Report--

- \ Report was presented by Shelly Fredericks (Bus. Mgr.) and reviewed by the Board. A motion was made (see Action # 2) to approve the report as submitted. Of particular note was the Business Manager’s 1st draft of the 2018-19 operating budget with projected revenues to cover anticipated expenditures.

CEO/Director's Report--

Report was presented by Suzanne Gausman (CEO/Prin.) and reviewed by the Board (See attached).

Director of Development Report--

Report was presented by Dawn Brotherton and reviewed with the Board (See attached). Of particular note, Dawn highlighted the Spring, 2018 main goals (see report for details).

New Business--

A. Statement of Financial Interests: Forms from the State Ethics Commission were distributed to all current board members to complete and return to the Business Manager.

B. ThyssenKrupp Elevator Maintenance Proposal: Suzanne met with a representative from the elevator company to discuss maintenance agreements and required third-party inspections. Any maintenance agreements would commence following warranty coverage. Additional proposals will be requested from other companies.

C. Ad Hoc Committee Formation: Per section 4.14 of ICS's By-laws, Michelle proposed the formation of an Ad Hoc committee, made up of an architect, an insurance rep., an attorney, 2 Board members and 2 parents, to oversee the development and formation of a playground for ICS. This Building & Grounds Committee will be a committee of the ICS Board.

D. Lobar Pay Application Approval: A motion was made (see Action # 3) to approve the January pay application to Lobar Assoc.

Next Meeting Confirmation--

The next regularly scheduled meeting will be held at 3:30 PM on Tuesday, March 13, 2018 at 3:30 PM.

(Executive Session will be held 1 hour prior to the meeting)

Adjournment--

Having no further business to address at this time, a motion (see Action # 4) was made to adjourn.

Approved and Accepted:


Joseph Schell, Secretary, ICS Board of Trustees


Date


Michelle Coleman, President, ICS Board of Trustees


Date

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Infinity Board of Trustees Monthly Board Meeting Actions

For February 13, 2018

Action # 1

Action Taken: Motion to approve the January, 2018 Board Meeting minutes as submitted.

Motion by: MH

Second: MB

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Joe Schell	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Michelle Haring	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Matt Blaylock	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Megan Mines-Hall	<u> x </u>	<u> </u>	<u> </u>	<u> </u>

Comments:

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Infinity Board of Trustees Monthly Board Meeting Actions

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Action # 2

Action Taken: Motion to approve the Business Manager's report, as submitted.

Motion by: MB
Second: MMH

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Joe Schell	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Michelle Haring	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Matt Blaylock	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Megan Mines-Hall	<u> x </u>	<u> </u>	<u> </u>	<u> </u>

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Action # 3

Action Taken: Motion to approve the January pay application submitted by Lobar Associates for \$153,621.37.

Motion by: JS
Second: MB

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Joe Schell	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Michelle Haring	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Matt Blaylock	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Megan Mines-Hall	<u> x </u>	<u> </u>	<u> </u>	<u> </u>

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Action # 4

Action Taken: Motion to adjourn the February, 2018 Board meeting.

Motion by: MH

Second: MB

Board Vote:	Yes	No	Absent	Abstain
Michelle Coleman	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Joe Schell	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Michelle Haring	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Matt Blaylock	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Alexis Schrock	<u> x </u>	<u> </u>	<u> </u>	<u> </u>
Megan Mines-Hall	<u> x </u>	<u> </u>	<u> </u>	<u> </u>

Comments: