

Infinity Charter School Board of Trustees Monthly Board Meeting Minutes

For October 10, 2017

Infinity Charter School
5405 Locust Lane
Harrisburg, PA 17109

Meeting—called meeting to order at 3:30 PM

Roll Call—in attendance:

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

Additions, Deletions or Modifications to the Agenda—

Add PAEducator.net contract and bridge loan to new business.

Review and Approval of the September 12, 2017 Board Meeting minutes--

A motion was made (See Action # 1) to approve the September, 2017 Board meeting minutes, as amended.

Information and Proposals--

A. Announcement of Executive Session: Prior to the regularly scheduled September Board meeting, the Board met in executive session to discuss funding and new employee matters.

B. Community/Public Speakers: No community members were present.

Committee report--

IVO Report: Megan gave a report of upcoming IVO activities. The Fall Festival will be held on Saturday, October 14th at Fort Hunter. IVO proposed hosting a Parent's Night Out event around the holidays, but since it does not fall within the facility usage time guidelines, it was not approved. Megan presented a proposal from the playground committee for a Race for Education event to be held in the Spring of 2018 for the purpose of raising funds for the new playground. A motion was made (See Action #2) to approve the contract with Race for Education. The committee will approve all mailing pieces before they are sent to families/businesses.

Business Manager's Report--

Report was presented by Shelly Fredericks (Bus. Mgr.) and reviewed by the Board. A motion was made (See Action # 3) to approve the report as submitted.

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). Fall Appeal letters are being prepared, and we will be participating in the Lancaster Extraordinary Give next month. GrandPals Day Event will be held on November 22nd.

Old Business--

There was no old business to discuss.

New Business--

- A. 2016-2017 Audit Presentation:** John Bonawitz and Brian McAllister from Brown Shultz Sheridan & Fritz presented the 2016-17 Financial Audit and accompanying management letter.
- B. PA-Educator.net Renewal:** A motion was made (See Action #4) to renew the contract with PA-Educator.net for the 2017-18 school year at a rate of \$875.
- C. Bridge Loan:** A motion was made (See Action #5) to authorize the CEO and Business Manager to move forward with securing a \$320,000 loan (2nd mortgage) with Members 1st Federal Credit Union to fund a portion of the remaining construction costs. Details of the loan are forthcoming, pending certification of the appraised value.

Personnel--

- A. New Hire:** A motion was made (See Action #6) to hire Kathleen Yaninek, RN as a part-time Nurse for the '17-'18 SY at the RN pay rate. She will job share with Lisa Teach and Mary Lejcar.

Next Meeting Confirmation--

The next regularly scheduled meeting will be held at 3:30 PM on Tuesday, November 14, 2017. (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 # 7) was made to adjourn.

Approved and Accepted:



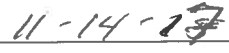
Joseph Schell, Secretary, ICS Board of Trustees



Date



Michelle Coleman, President, ICS Board of Trustees



Date

**Infinity Charter School
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Infinity Board of Trustees Monthly Board Meeting Actions

For October, 2017

Action # 1

Action Taken: Motion to approve the September, 2017 Meeting minutes as amended.

Motion by: MH
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>

Comments:

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Infinity Board of Trustees Monthly Board Meeting Actions

For October, 2017

Action # 2

Action Taken: Motion to approve the contract for the Race for Education fundraising event planned for Spring 2018. Funds raised will be used for the playground.

Motion by: MB
Second: MC

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> </u>	<u> </u>	<u> </u>	<u> x </u>

Comments:

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Infinity Board of Trustees Monthly Board Meeting Actions

For October, 2017

Action # 3

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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Infinity Board of Trustees Monthly Board Meeting Actions

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Action # 4

Action Taken: Motion to approve the PA-Educator.net contract renewal for 2017-18.

Motion by: MB

Second: MH

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 # 5

Action Taken: Motion to authorize the CEO and Business Manager to move forward with securing an additional \$320,000 loan from Members 1st Federal Credit Union to help fund the remaining construction costs.

Motion by: MB

Second: MH

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 # 6

Action Taken: Motion to hire Kathleen Yaninek as part-time RN for the '17-'18 SY

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 # 7

Action Taken: Motion to adjourn the October Board meeting at 5:13 p.m.

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: