

MCC Trustees Meeting
December 19, 2011

Present: Steve Coughlan, Bidly Irwin, Darlene Ayotte, Susan Dryer Leon, Jayna Hooper, Kim Carter, John Shea

Meeting began at 1:15 with Agenda Review

Adding: Treasurer Appointment
LGC Insurance Status
CEO Status

Minutes: Moved Jayna and seconded by Bidly with amendment (spelling of Coughlan and Jayna)

First item was the approval of an amendment for the Articles of Incorporation. The language was sent attached to the agenda. LGC (Local Government Center) requires that any assets left upon dissolution of the corporation must be distributed to any government agency or school district. Motion moved by Bidly and seconded by Jayna. Motion carried. See language below for changes.

Next item is approval to participate with the LGC for property liability insurance and Workers Compensation. Moved by Bidly to participate in the PLT and the WCT. Seconded by Jayna. Second resolution moved by Bidly to authorize Kim Carter, Chief Education Officer to enter into the agreement with the LGC. Seconded by Jayna. Motion carried. Final motion was to approve that Kim Carter, Chief Education Officer to execute a certificate of this resolution to the LGC. Move by Bidly, seconded by Jayna. Motion approved.

The next item for discussion was the age ranges for the Manchester MCC. The suggested ages are 13 to 15. Kim reported that Murenzi agreed with these age ranges and Maria Christina preferred older students but is willing to approve these as long as there is an effort to increase the range. Jayna moved that we approved the guideline of accepting students ages 13 to 15 for the first year at the Manchester campus. Seconded by Darlene. Motion carried.

Next item was the appointment of a committee to develop health care and retirement options for the board to consider. Kim discussed the eligibility requirements for the NH State Retirement System. It seems that only certified teachers/administrators are eligible for the state's system. Kim also talked to the LGC about the health benefits they offer. She would like a committee established to develop a benefits plan to recommend to the Board. Kim suggested that we could talk with someone from LGC and another person from Souhegan who can talk about options. Steve suggested that the "committee" meet with the representatives suggested and bring the information back to the next board meeting. Kim will facilitate this initial meeting. Jayna will also serve on the committee.

Kim discussed offering the School Leader position to Maria Christina and negotiate with her salary and potential benefits. Kim is looking for some input from the Board to know what the "package" might look like. For the rest of the 11-12 school year we have \$30,000. The board discussed having a flexible compensation package. Susan asked if there are any requirements that we have to meet that would prevent flexibility. No one seemed to think there were any, with the caveat that we need to review the Social Security policy. Discussion ensued.

John questioned if the amount available would change if there was a later start date. John stated that he felt that it was important to get the right person on board now to move forward and that the current amount of \$60,000 is low. Susan wanted to know if this could change as we grow with more students.

Kim is going to update the budget for the next meeting. Kim will approach Maria Christina with the offer of a position. We hope to have her on board by the end of the 1st semester.

Location status update for Manchester: John Shea reported that he found a location on Rogers Street and possibly two other and some second tier possibilities. He is recommending that we decide on Rogers Street. The base rate is \$5.00 and with the triple net items it is about \$6.00 a square foot. We need about 10,000 sq. ft. so we are looking at \$60,000. It has good parking. There is about 7000-8000 sq. ft. ready to lease. We need to renovate the inside to get ready for students to move in come September. Those costs are unknown at this time. Kim had a visual of the space for the board to see. There are lots of possibilities with the building in the future. The owner is willing to work with us to complete the renovations. Steve asked about the State's square footage requirements for schools. John believes that this facility would be fine for some growth.

John gave us the names of two other locations that are comparable in price. One is at 670 North Commercial (Jefferson Mill); 554 Old Granite Street; 215 Canal St, 27,000 sq. ft. (\$4.75 tripple net) a Stebbins property ; 38-40 Stark Street (5000 sq.ft /\$12.00 sq.ft.). John will investigate these options before the next meeting. He will also follow up with the diocese to see what schools they might have available. He also will do some research on an architect to help with the interior design.

The next item was to appoint a Treasurer. We need to defer this until we can have more board members present. Kim also has the name of someone who is interested in joining the board. She will get us her information. We need to look for members who have some legal and financial background. For the immediate future, Steve Coughlan could serve as temporary treasurer. Moved by Bidy to appoint Steve Interim Treasurer, seconded by Susan. Motion passed.

Kim has also reached out to Bill Walker to see if he is interested in serving on the board.

Next item was meeting times. It was suggested that we move the meeting to an evening time. Steve suggested Tuesday nights. He will contact the others to see what time would be best. Our next meeting will be January `17, 2012 time to be determined.

Kim asked Bidy to reach out to Barry Connell who is interested on serving on the Advisory Board.

Meeting adjourned at 3:10 PM.

Respectfully submitted,

Virginia Irwin, Secretary