



Meeting Minutes

July 12 2021 10:00 AM - 10:15 AM
 Remote Meeting via Zoom video conference.

Attendees

Trustees in attendance at MC²: Chris O'Reilly

Trustees in attendance by phone: Zoom - Jerry Appell, Jodi Adams, Katie Hamon, Amanda MacLellan; Phone - Adam Johnston

Administration:

Apologies:

Guests:

Agenda

Topics	Discussion	Decision
Call to Order	Called to order at 10:09 AM.	
Approval of agenda	No amendments to agenda. Approved.	
Acceptance of Bridge loan and authorize a signer	Adam: Need for loan is due to the way billing is set up with charter schools. This is typically done with a bridge loan. NH HEFA has a bridge loan program with interest of 1%. This would be to fund summer operations and would get repaid once first installment comes in the fall. Donna bumped amount up to be conservative. We may not need full amount based on what we can get on other funding sources. Recommendation to accept Bridge Loan and authorize Chris (Executive Director) to sign.	Unanimously approved. Final amount to be shared at next meeting on the 19th.

	<p>Amanda requests that final bridge loan amount will be included in financial report for next meeting.</p> <p>Board motion by Adam to accept the bridge loan with amount to be reported to the board at the next meeting and authorizing Chris to sign on behalf of the school. Jodi seconds. Unanimously approved.</p>	
<p>Approval of lease terms for new space and authorize signer</p>	<p>Chris: Building has new owner as of 2 weeks ago. Given lease with previous owner was not completed prior to the sale of the property, we are now negotiating a lease with the new owner and will need to start from scratch. There have been a couple of meetings with the architect and owner and questions have been raised regarding fit-out specifics. In particular, does the owner need to fit-out to meet DOE specifications that go beyond ADA, safety and local codes?</p> <p>They will be meeting a week from today and will have more information regarding what needs to be done, what the minimal amount for fit-out would be as it stands with current plans. Additional fit-outs not paid by the owner may run tens of thousands of dollars not in our budget. Given upcoming meeting on Monday during they day, will be able to report during the board meeting that night.</p> <p>Adam asked for an example of the difference in fit-out for education versus ADA. Chris said needs to be defined. One example is the number of bathrooms (4 vs. 6). Owner agreed to pay for 4 to meet city code. Jerry raised question of whether the bathroom rule was for ADA compliance (Chris said yes) and how any regulation for unified gender versus boy/girl could make this more accessible. Chris noted that the DOE has not caught up on their regulations to reflect this.</p> <p>Adam asked if the regulation was based on occupancy or square footage. Chris noted based on occupancy which is based on square footage. Adam asked if we could start and cap occupancy until we had the full required set.</p> <p>Chris noted that the architect created a two-phase plan which includes additional square footage later on. The current phase one plan is 700 sq. feet above the originally discussed 6,000 sq. feet.</p>	<p>Adam & Chris to connect.</p> <p>Chris will move forward with this.</p> <p>Jodi to join Chris on Monday's meeting for support.</p>

	<p>They will need to run numbers, but it will still be a significant savings compared to the 6,800 sq. feet at the current location.</p> <p>Given the status on this lease, board did not need to vote today, but will discuss again at the upcoming meeting on the 19th.</p> <p>Chris asked who should be leading the negotiations. Adam (with Jodi & Amanda agreeing) noted that Chris should and then return to the board for final approval. Chris noted that this is not a simple matter and he doesn't have legal or real estate expertise, so while he can negotiate with the realtor, having a building committee would be better.</p> <p>Adam noted that Colliers should be involved to represent the leasing and would be paid by the landlord. Adam & Chris will connect offline.</p> <p>Chris noted that we have committed \$2500 for the architect. Then we will need to pay for a check for lead and asbestos. Based on the findings and any need to address this, the owner may not be willing to go forward.</p> <p>Jodi does residential real estate, not commercial, but will sit in on meeting on Monday the 19th at 3 pm at the site.</p>	
Public Time	No members of the public were present.	
Non-Public Session	Did not need a Non-Public Session.	
Other business	None.	
	Meeting adjourned at 10:27 AM.	

