



**Meeting Minutes**

January 9, 2023 6:00 PM - 8:00 PM

Onsite at 310 Marlboro Street / Remote Meeting via [Zoom video conference](#)

**Attendees**

Trustees in attendance at MC<sup>2</sup>: Chris O'Reilly, Savannah Drowne, Diane Neilsen, Yves Gakunde

Trustees in attendance by zoom: Katie Hamon (out of state)

Administration/School Staff: Elizabeth Cardine (on zoom), Sarah Stout

Apologies: Jodi Adams (attending a funeral)

Guests: Catlin McLaughlin (6:10 pm joined - potential new board member)

Topics	Discussion	Decision/Action Items
Call to Order	Called to order at 6:05 pm	
Approval of Agenda	<ol style="list-style-type: none"> <li>1. Call to order</li> <li>2. Approval of Agenda</li> <li>3. Public Time</li> <li>4. Consent Agenda               <ol style="list-style-type: none"> <li>a. Approval of Minutes</li> <li>b. Executive Director Report                   <ol style="list-style-type: none"> <li>i. 2023 - 24 school calendar</li> </ol> </li> </ol> </li> <li>5. Finance               <ol style="list-style-type: none"> <li>a. Financial Report</li> </ol> </li> <li>6. Committee Updates               <ol style="list-style-type: none"> <li>a. Academic Excellence</li> <li>b. Development</li> <li>c. Governance                   <ol style="list-style-type: none"> <li>i. ACA - <a href="#">Sexual Harassment</a></li> </ol> </li> </ol> </li> </ol>	

	<ul style="list-style-type: none"> <li>ii. ADB - <a href="#">Drug Free Workplace</a></li> <li>iii. AM - <a href="#">Conflict Resolution</a></li> <li>d. Finance</li> <li>e. non-board committee updates</li> <li>f. <a href="#">Thank you letters (with summary)</a> to <a href="#">donors</a></li> </ul> <p>7. New Business</p> <ul style="list-style-type: none"> <li>a. <del>REMOVE - GSI Designation</del></li> <li>b. <del>REMOVE - Board goals</del></li> </ul> <p>8. Meeting Adjournment</p>	
Public Time	No member of the public spoke at this time.	
Consent Agenda	<p><b>Approval of Minutes</b> December 2022 minutes. Yves made a motion to approve as presented. Savannah seconded. Unanimously approved.</p> <p><b>Executive Director Report</b> Given the long list of students seeking therapists, the ED will be speaking with ANEW tomorrow to talk about next steps and the best ways to serve MC<sup>2</sup>.</p> <p>Referenced grants in the ED Report are short term, ESSER funds (available due to COVID) that will run out in Sept 2024. The goal is to increase enrollment to keep at least one of the grant funded roles. MC2 hopes to keep funding the part time tech person, expand the footprint of the makerspace, and expand outdoor programming.</p> <p><b>2023 - 24 school calendar</b> Yves made a motion to approve the calendar as presented. Savannah seconded. Unanimously approved. Board meeting dates for next year are TBD.</p>	Board to vote on meeting dates for next year.

Finance	Financial Report - Forthcoming, given the holidays and early Board meeting this month.	
Potential New Board Member	Diane introduced Cat McLaughlin who has worked in education for 20 years, with certifications in NH & MA and work both in the classroom and as a coach/admin. She is also a parent of an MC2 student.	
Committee Updates	<p><b>Academic Excellence</b> - has not met since the last Board meeting given the holidays. Next meeting (in late January) to be adjusted to allow Cat to join.</p> <p><b>Development</b> - has not met since the last Board meeting given the holidays. Next meeting January 25. Potential contractors to be invited to meet with the committee this winter and talk about how they might be able to help MC<sup>2</sup> raise funds/run campaigns.</p> <p><b>Next Fundraiser: Let It Slide on February 3.</b> Request was made for Finance Committee to help with budget/breakdown regarding fitout and expansion - to be used when determining Annual Campaign goal.</p> <p><b>Governance</b> - Proposed review and approval of amended policies:  ACA - Sexual Harassment  ADB - Drug Free Workplace  AM - Conflict Resolution</p> <p>Katie made a <b>motion to accept ACA, ADB &amp; AM as amended with the procedure component of the AM policy pulled into a separate procedure form.</b> Savannah seconded the motion. Unanimously approved.</p> <p><b>Finance</b> - has not met since the last Board meeting given the holidays. Next meeting date TBD.</p> <p>Regarding the driving school renting space from MC2, Chris to send out rental agreement for Board review.</p>	<p>Jodi to continue organizing group of schools related to CSI designation.</p> <p>Katie/Chris to continue work on website.</p> <p>Katie to reach out to invite potential contractors (Savannah to share Sarah's info) to meet with Dev.Com.</p> <p>Katie to post amended policies on website.</p> <p>Chris to send rental agreement to</p>

	<p><b>Non-Board committee updates</b> No updates due to the holiday.</p>	Board for review.
Thank you letters to donors	Board reviewed and updated a Thank You Letter for donations authorized by the Board. Summary sheet to be attached to this to be updated. Diane to sign and send letters to organizations.	<p>Elizabeth to update Summary sheet. Board members to add their info to last page.</p> <p>Diane to sync up with school/Elizabeth and send out thank yous.</p>
New Business	None	
Non-Public Session	None	
	Katie made a motion to adjourn. Savannah seconded. Meeting adjourned at 7:30 pm.	