

Charlotte Lab School
Board of Directors Meeting

Monday, December 2, 2013

5-7pm

Nascar Hall of Fame/Convention Center, Charlotte, NC

Present: Tom Murray (Chair), Apri Agyapong (Vice-Chair), Peter Bove, Corliss Brown-Thompson, Denise Glaser-Serrano, Dee Lanier, Mary Moss (non-voting member), Vikki-Rose Tunick

Via Phone: Michelle Thornhill (Treasurer)

Absent: Joel Bonasera (Secretary) (childcare conflict)

1. V.Tunick - typing minutes for tonight's meeting
2. Board Chair calls meeting to order at 5:17pm
3. Vote for Vice-Chair
 - a. Review qualifications for position
 - b. A. Agyapong – NSA
4. Discuss position of Head of School
 - a. Review qualifications for position
 - b. M.Moss nominated
 - i. M.Moss discusses resume and credentials
 - ii. Board interviews her and asks for full disclosure about past history, when she foresees current employment ending and compensation with CLS starting
 - c. M.Moss is dismissed from meeting so Board can convene (5:35pm)
 - d. Motion is made for M.Moss to be identified as the Head of School in the application and will continue serving as a non-voting Board member; pending approval of the application, once hired and under contract by Charlotte Lab School she will assume the role as Head of School, pending final approval from the Board at that time
 - e. Motion is seconded and approved
 - f. M.Moss returns to the meeting (5:45pm)
5. Board of Directors' insurance
 - a. Board reviews quote from The Insurance People
 - b. Board develops follow-up questions
 - i. When is the right time to be insured (i.e. once we are incorporated)?
 - ii. What are the competitors charging for the same coverage? - M.Moss will follow-up
6. Proposed Bylaws
 - a. Board reviews most recent revision
 - b. Board develops follow-up questions/revisions
 - i. When do we officially need to execute the bylaws (i.e. once we are incorporated or once we begin the 501(c)(3) process) - P.Bove will follow-up
 - ii. Add section that "votes can be obtained electronically" in specific sections in case no formal meeting needs to take place for the vote
 - iii. What is the main difference between bylaws and policies
 - c. Motion is made that members will not sign bylaws at this time; they will remain proposed, we will operate on them until they have been finalized and we are incorporated as an entity
 - d. Motion is seconded and approved
7. A. Agyapong leaves meeting (6:15pm)
8. Review Proposed Employee Compensation Plan and Budget
 - a. Board discusses salary range, 2.9% annual salary increase and compares salary schedules to

- LEA, local charters and private schools
 - b. Board provides feedback on budget and operating costs
 - i. May want to increase contingency
 - ii. Plan to negotiate facilities with local organizations
 - c. Will email and revise copy of budget with narrative in Charlotte Lab folder -V.Tunick
9. Review Upcoming Meeting dates and times
- a. Proposed phone conference, later this week, if needed
 - b. Next meeting - January 6th
 - c. Starting January 2014, all CLS Board Meetings will be held on the 1st Monday of each month @ CRVA in the Executive Board Room, 5-7pm
10. Meeting adjourned at 7:21pm