

**Souderton Charter School Collaborative
Board of Trustees Meeting Minutes
7:00 p.m. – June 15, 2004**

Board Members:

Carina Urbach	President
Lori Exley	Vice President
Kim Buchanan	Secretary
Pattie Guttenplan	Treasurer
Joy Hunsberger	Trustee
Karen Keller	Trustee
John Penny	Trustee
Wendy McClanahan	Trustee
Jeff Whiteley	Trustee

Absent: None

Other Persons in Attendance:

Wendy D. Ormsby, MS SCSC Director of Organizational Development
Jennifer Arevalo, SCSC CEO

Board called to order by President, C. Urbach at 7: 08PM.
Roll called by K. Buchanan

Reviewed May 18, 2004 minutes. **Motion:** C. Urbach made motion to accept minutes with changes. L. Exley seconded motion. Motion passed unanimously.

Public Comment- none

Leadership Report – none

Financial Report - Presented by W. Ormsby **Motion:** K. Buchanan made a motion to approve the BVA for June as is and the Proposed Hiring Actions Number 1 through 16 as reviewed at the meeting. L. Exley seconded the motion. Motion passed unanimously.

Finance Committee Report Presented by P. Guttenplan. The committee met on June 15, 2004 and the committee reviewed the proposed hiring and construction status. **Motion:** L. Exley made a motion to issue payroll as early as June 16, 2004. P. Guttenplan seconded the motion. Motion passed unanimously.

Human Resources Committee Report – none

Fundraising & Outreach Committee Report- Presented by J. Hunsberger. J. Hunsberger discussed that Time and Talent Auction raised approximately \$100 and the Bake Sale raised approximately \$200.

Properties Committee Report- Presented by J. Penny. The school has purchased ten recertified computers @\$109 each.

Old Business:

2004-2005 School Year Budget– presented by W. Ormsby. **Motion:** C. Urbach made a motion to accept the budget as it stands. L. Exley seconded the motion. Motion passed unanimously.

2004-2005 School Year Calendar - presented by J. Arevalo. A discussion took place concerning the school calendar.

New Business:

Contract with Michael Brooks: presented by W. Ormsby, **Motion:** L. Exley made a motion to approve the contract for 2004-2005 school year with Michael Brooks, Esq. for \$8000 to be paid prior to June 30, 2004. J. Hunsberger seconded the motion. Motion passed unanimously.

Engagement Letter with Baum, Smith & Clemens – presented by W. Ormsby. C. Urbach made a motion to approve the signing of the Engagement Letter with Baum, Smith & Clemens to perform annual audit, IRS 990, and AFR for a fee of \$6800. L. Exley seconded the motion. Motion passed unanimously.

Board Member Elections –

Elections for two board positions were held and P. Guttenplan and W. McClanahan were re-elected.

Elections for President, Vice-President, Secretary, and Treasurer:

W. McClanahan nominated C. Urbach for President, J. Whiteley for Vice-President, K. Buchanan for Secretary, and P. Guttenplan for Treasurer. J. Hunsberger seconded the nomination. By acclamation, the slate won.

C. Urbach gave thanks and gratitude to L. Exley and K. Keller for all of their contributions to the board and presented each one with a SCSC Plate. L. Exley and K. Keller were officially relieved of their duties.

Additional Hiring Recommendations: Presented by W. Ormsby. **Motion:** C. Urbach made a motion for the hiring of items numbered 17 and 18 on the Proposed Hiring Recommendations. K. Buchanan seconded the motion. The motion passed unanimously.

Adjournment: Motion: C. Urbach motioned to adjourn meeting. P. Guttenplan seconded the motion. Motion passed unanimously. Meeting adjourned at 8:17 p.m.

Respectively submitted by,

Approved by,

Jennifer Arevalo, MEd
CAO

Kimberly A. Buchanan
Secretary