

MAC Board Meeting August 16, 2018

I. The meeting was called to order at 5:42 pm.

Board Members Present:

Elisa Moskovitz

David Turner

J. Britt

Dominik Mjartan

Catharine Aiken

Darion McCloud

Rosie Craig

Shannon Hickey

Minuette Floyd

Bob Jesselson

II. Approval of the Minutes: Rosie asked for a motion to approve the minutes. A motion was made to approve the minutes. J. Britt seconded the motion.

III. Reports from Officers

Chair Report- Rosie Craig

1. **Board Member Vote:** Darion McCloud was introduced to the group. Rosie read a brief biography. A motion was made to elect Darion to the Board. Dominik seconded the motion. The vote was unanimous in favor of Darion McCloud as a new member of the MAC board.

Dom Mjartan offered to formalize the expectations of board members. He has documents that the board members can sign. This would codify membership formally.

2. **2. Board Member Expectations.** Twelve Board meetings will be held monthly each year. If a board member does not RSVP or communicate about attending a meeting, then this is an indication that they do not want to be involved, resulting in their name being removed from Board Member roster. A quorum is 2/3's of the board. A board member can call in on the teleconference number to participate in board meetings.
3. **Operations Overview.** Rosie Craig asked for the passwords and pin numbers for the internet related products. J. Britt assured Shannon that he would get on it within a few days. The telephones will be installed on Wednesday. Right now, there is no fax service. He will call a company tomorrow and will give a recommendation on which service to use long term. Next year, Internet would be free so there is no sense to sign a long-term contract right now.

C. Committee Reports

1. General Update

Finance Chair: Dom Mjartan - He gave a quick recap. In order to open the school, a lot has to happen.

Auditor Selection: Dom Mjartan has met with a CPA who he feels is very competent. Has quotes from three companies. An audit would not be pretty if done today, however this is typical of a new business. The school is in good shape for a start up. Personal liability can be an issue. Bob Jesselson asked how often the finance reports would be available. Will be using Dashboard monthly to see revenue, expenses, enrollment, etc. Shannon Hickey said that the reports could be put in Google Drive.

The CPA will come to present to the board. This will empower the board to be able to ask the right questions. It is good practice to have individual audits. Dom Mjartan explained that we would look at three things:

1. cost
2. scope- Will it cover everything that one would require it to cover?
3. firm – IS it a good firm? Does it have good peer reviews?

One firm (Elliott Davis) is more expensive. The lowest quote was \$6,500. The original quote was \$15,000. The final quote was \$11,000.00 for 2019, \$13,500.00 for 2020, and \$16,250.00 for 2021 with a three year commitment. They have good reviews and school practice. Dom recommended that we accept their revised proposal. We would be able to call them so we would not have to worry about any surprises. Dom was able to get them to reduce the amount.

Rosie Craig asked for a motion to use auditor Elliott Davis. J. Britt made the motion to use auditor Elliott Davis. Elisa Moskovitz seconded the motion. The board voted in favor of using Elliott Davis.

2. Fundraising- Elaine Delk. Is anyone interested in serving on this committee?
3. Education Development: Minuette Floyd. The committee has not had an opportunity to meet. This group would work on the following: Professional Development opportunities for the faculty and staff, secure opportunities for students in the arts, Artists in Residence opportunities, connections with USC, etc.

David Turner discussed his connections with the Philharmonic and discussed an opportunity to start a middle school (pilot) program for MAC students. The Philharmonic is a relatively new program. There will be some transportation issues. Perhaps they could get a bus for MAC? Bob Jesselson and David Turner joined the Education Development Committee.

It is important to get a community arts group connected to MAC. If we demonstrate that this would be a good connection it will help MAC going forward.

4. Arts Collaboration Committee: Catherine Aiken, David Turner and Darion McCloud.

It is important to work with arts groups in town. Susan Anderson helped Shannon Hickey find the dance teacher. Ashley Kerns Brown from the SC Arts Commission gave names of artists for residencies. Lutheran Seminary is offering residencies their stage to use. Columbia College has a stage that can be used too.

5. Strategic Planning. Rosie Craig asked where would MAC be located after 3 years? Rosie asked Dom Mjartan and David Turner to become a part of the strategic planning committee.

D. Head of School Report:

1. Enrollment Update: Currently there are 107 students. Next Friday is the 5-day count. We have already met the required number. We had 90 students in July.

Catharine Aiken said that some students might transfer into this school. Shannon Hickey anticipated this. There will be 15 students per grade for each of the four arts disciplines. (Visual Art, Music, Theatre, Dance). There is a lottery used per discipline. Darion asked if students could change their focus. Shannon explained how the charter works. We have four lotteries (one per discipline).

We will need to look at the lottery system in November. Music is strictly strings right now. The music students have transferred to visual arts and theatre. Some have teacher conflicts. Ex: The MAC teacher is also their teacher in Columbia.

2. Staffing Update: MAC is fully staffed.
Social Studies Teacher: Andrew Hughes. He is long-term and is a drummer. Interested in Administration. Shannon will mentor him.
English/ Language Arts- Heather Allen
Math- Dr. Deborah Hughes
Science teacher- LaRae Menoken
Special Education- Amita Lathigra
Dance- Lauren Bobo
Visual Art- Flavia Levotolli (4 week residency- sustainable art project- Replica of a Barrier Reef). The work could possibly be exhibited at Tapps or Anastasia's on Main Street.

Music- Sarah Evanovich

Theatre- Jerry Stevenson- Columbia's Children's Theatre

The Director of 701 Gallery would like to meet with Shannon.

Special Education- MAC may not work for a few of the students enrolled. A few students enrolled may receive some special education; a few are autistic, three with speech, 1 with **ODD**. Shannon is putting children who are Gifted and Talented together in a class. She can also get funding for this.

There is a possibility that MAC can receive Title One funding next year. Molly Harrell will get some video of the first day of school.

Darion McCloud had to leave early but wanted to ask a couple of questions related to access and inclusion first. What are the zip codes of the students? Demographic? What is the ethnicity of the teachers at MAC? Shannon Hickey will get more statistics for us. Darion McCloud asked the board to consider working with small universities too. Currently MAC is working with a deficient in terms of access and inclusion. It is a good idea to talk about the "dream." He asked Shannon to explain why she is here at MAC. He asked the board to think about what does MAC look like outside of this?

3. Computers- Shannon Hickey discussed the types of computers to purchase for MAC. She said that the cost of PC's (Chromebooks) is \$30,000 and Mac computers are \$70,000. Shannon will make a decision soon.
4. 4.Facilities Update. This building is using all of the funding.
 - a. Certificate of Occupancy- The group will come out in the morning. Problem is that a new person comes each time to do the examination. Shannon Hickey is given a different problem that needs to be fixed each time that they come to MAC.

Some units are still not operational. \$4,000 was spent on lights this week. The water fountains are raised up too high. HVCA- A few thousands spent on this. J. Britt recommended that Katherine/ Delisa to come out to address the three items on their list. May need help with fundraising. \$30,000 is needed to get the facilities up and running.
ADA Compliance – (Water fountains and grab bars)

5. SCPCSD Pre- Opening Conditions
 - a. Items Remaining
 1. Certificate of Occupancy- Shannon will take care of tomorrow.
 2. Selection of an auditing firm- Shannon will report on this.
 3. PSC system updated- This is on her to do list.
 4. Shannon needs to submit the staff roster to the district.
6. By-Laws

- a. Conflict of interest is still needed- We need a conflict of interest clause in the by-laws. Shannon Hickey will attend a School Leader Success Plan.

IV. New Business

- A. Board Membership Correction- Marsha Merry (the new Director of Operations) was introduced. Shannon Hickey was accepted as one of 6 new leaders in this region to participate in a leadership program.
- B. Rosie Craig discovered an error. J. Britt could not serve as a member of the board and be Project director and receive compensation. Dom Mjartan said that J. Britt could be an ex-officio member. A motion was made and seconded to correct the error and remove J Britt from the Board; the motion passed.

V. Adjournment

1. Review of action items.
 - a. Grant Amount was \$180,000. The fine arts faculty is using up most of this funding.
 - b. Shannon Hickey will put a copy of the contract from Melissa into Google Drive. She is planning a conference call with Dom Mjartan, Shannon Hickey, Marsha Merry, and Melissa.
 - c. Dom Mjartan might get written up on the audit, but Shannon Hickey believes they got to it quickly enough.
 - d. Open House will take place on Friday at 4:30 pm. We will have a ribbon cutting, along with balloons. Parents and current students are invited to attend. Several members from the local community are invited- Sam Davis, fire marshal, police department, etc. Dom Mjartan asked who has been engaged with the school. Michelle Wong from Mvista is a big supporter. It was suggested that our current Governor McMaster, and Governor candidate, James Smith be invited. Dom suggested that we would be strategic to align MAC with Gov. McMaster. The MAC sign will be in place later this evening.

The next meeting for MAC board members is September 13, 2018.