



MIDLANDS ARTS CONSERVATORY

MAC Board Meeting September 20, 2018

Board Members Present: Rosie Craig (chairwoman), Jennifer Morrison (via conference call), David Turner, Dominik Mjartan, Catharine Aiken, Minuette Floyd, Robert Jesselson, Shannon Hickey, and Marsha Merry

Visitors: Kathleen Wharthen, Jasmine Woodson (Parent,) and Melissa Kiddy (CPA) via conference call

I. Rosie Craig called the meeting to order at 5:27 pm.

II. Approval of the Minutes: Rosie asked for a motion to approve the minutes.

Motion: Dominik Mjartan made a motion to approve the minutes. David Turner seconded the motion to approve the minutes. The minutes were approved (7-0).

III. Reports from Officers

Chair Report- Rosie Craig

1. Potential Board Members: Rosie Craig introduced the potential board members: Jasmine Woodson, Kathleen Wharthen, Crystal Aldamuey, and Andy Anderson.
2. Overview
 - a. Social: We are preparing to have a board member social soon. The date and time will be determined by a doodle.com poll.

C. Committee Reports

1. Finance Chair:

- a. Dom Mjartan - This is a start up school. He asked about enrollment. There are currently 80 students enrolled. Melissa Kiddy explained how revenue works and explained that an adjustment to the budget would be made in September. It hurts us because we will receive less money., but the school will see more funds per student beginning in January. Computers have not been purchased yet. Right now we are off track with the budget due to unexpected building repairs of \$34,189. The current budget on file is already outdated and will be updated once the numbers and expenses settle.

Poverty Rating: Should be 40% for Title One. If the rating goes up, we get more funding and vice versa.

Gifted and Talented: Shannon plans to look into the number of gifted and talented-artistic students.

Melissa Kiddy thoroughly explained each section of the budget. She noted that a lot of the funding does not show up until the beginning of the year. Next year, some funding will come earlier as MAC will have been in operation for a full year.

Rosie Craig asked if Melissa Kiddy and Dominik Mjartan could provide us with adjustments. Melissa thinks that we should renegotiate the building rent.

We are still seeing over 30% of the school's budget being spent on the facility. Dominik Mjartan said that this should be a break out conversation. Mr. Mjartan asked what we need in order to close the gap? Melissa suggested fundraising and recruiting. Students are still permitted to enroll at this time. Rosie Craig suggested that we have a dollar amount that is needed. Melissa said that we are \$150,000 in the hole. Teachers do not have computers yet. The cost of computers is approximately **\$60,000**. Shannon Hickey suggested that payroll, tax, and utilities should be our priorities. She expressed concerns about seeking more loans, but

2. Fundraising: Elaine Delk is a grantwriter at USC. Rose asked if Bob Jesselson and Elisa M can set up a date for a fundraiser? Rosie Craig is seeking help from Central Carolina. Bob Jesselson will follow up with a Go Fund Me page.

Dominik Mjartan asked what we would be raising money for? Shannon Hickey explained that the funds needed to be used for musical instruments, finish the dance floor, and building a stage for theatre kids. The dance floor is partially done. Dominik Mjartan asked what our plan would be. It was stated that 22 students were needed to fix this cashflow issue. Catharine Aitkin said that she could help. She will create a closed family and friends facebook page. Jasmine Woodsen said that MAC is unique because we have a very small exclusive group of 6th and 7th graders. Rosie Craig will investigate funding for transportation.

3. Education Development: Minuette Floyd will talk with Jennifer Morrison.

4. Arts Collaboration- David Turner has access to a 15-passenger bus that he is able to drive. He explained that the curriculum "Curriculum Rocks" could be used at no cost to us. Mr. Turner also informed the Board that MAC was invited to participate in the "Link Up" program with the Philharmonic on February 13, 2019 at 11:15AM.

5. Strategic Planning Committee consists of Rosie Craig, Dominik Mjartan and David Turner.

C. Head of School Report:

1. Enrollment Update: Shannon Hickey explained that she will be apart of a Leadership Fellowship Meeting on October 2nd and on October 5th she will be attending a Public charter school leaders meeting at East Point Academy. The school's substitute list has three highly qualified names on it. Catherine Aiken said she would volunteer to substitute and is already trained. Mrs. Hickey explained that the school's enrollment was 78 and that one student will be moving to Georgia tomorrow, but two more are enrolling. Kathleen Wharthen asked if we are doing exit interviews because it is a way of accessing why students are leaving. Mrs. Hickey explained that one left due to transportation, one to return to homeschooling, two due to behavior, and one moving out of state.

Catharine Aiken said that we could try an "Artists Café." Teachers sign up and students could invite their parents to come and see it. Shannon Hickey said that time is an issue, but that the school's first parent meeting was the following week and she would see if a parent wanted to help with this project. Since Bob Jesselson and Minuette Floyd are at USC, they could work on community engagement. We need an event to draw people in.

2. Staffing Update: tabled

3. IT Update: We have been experiencing significant issues, but things seem to be under control now with the proper access to operate as a school. We need a company to manage and host our domain.

4. P & I Grant Update: The majority of the P & I grant funding is being spent on contract workers for the fine arts staff.

5. Facilities Update:

a) Repairs and Expenditures- New updated amount is \$34, 189 spent on the building for repairs. We still do not have the certificate of Occupancy. We have 4 things left to do: 1- emergency lights are done 2- dance floors are insulated, 3- water fountains – the inspectors disagree with one another. 4- Super safe has been installed.

b) Certificate of Occupancy-

- 1) Emergency lights have been installed
- 2) Dance floor- required insulation (installing at present).
- 3) Install Suprasafe- It has been installed.
- 4) Water Fountains- Working on determining the CO issue.
5. SCPCSD- the inspector will come on Monday. Jasmine Shaw is the inspector and she is coming on Monday. We are receiving contradictory information.

6. Principal Evaluation: Program Evaluation: Jennifer Morrison agreed to take care of this.

8. Boys and Girls Club Opportunity- They would like to run a program in the MAC facility. This has advantages. It would help us to save money and would free Shannon Hickey and Marsha Merry up with more time in the afternoons. Shannon discussed what they would provide. She passed out handouts with information. Rosie Craig asked for a motion to utilize the Boys and Girls Club. Catharine Aiken called the motion and Dominik seconded it. The motion was approved.

Motion: Catharine Aitkin made a motion to partner with the Boys and Girls Club to provide afterschool care services for the school. Dominik Mjartan seconded the motion. The motion was passed unanimously (6-0).

IV. New Business:

A. Alteration to the school's charter in order to change the structure of the student's fine arts focus to include a primary (2 hours) and a secondary (1 hour) focus. Rosie Craig asked for someone to make a motion.

Motion: Jennifer Morrison made a motion to adjust the school's fine arts block for its students and proceed with seeking permission from the school's district. Dominik Mjartan seconded the motion. The vote was approved unanimously (6-0).

B. Conflict of Interest Form: Dominik Mjartan explained the forms. He suggested that we read them before signing. We are required to have this in our bylaws. Rosie Craig asked for a motion to amend the bylaws.

Motion: Catharine Aitkin made a motion to amend the bylaws to include the present conflict of interest policy. Robert Jessleson seconded the motion. The vote was approved unanimously (6-0).

The Board will review the bylaws and discuss them in our October meeting.

C. Board Member of Agreement: Dominik Mjartan produced a board member agreement for the Board's review and vote at the October 2018 meeting.

Rosie Craig thanked our visitors. They left so that we could go into Executive Session.

D. Executive Session Committee Discussion

Dominik Mjartan recommended that we follow up with Kathleen Wharthen to see if she is still interested in being on the MAC board.

Project Director Conversations. Rosie Craig gave a thorough description of her interactions with J. Britt. Rosie Craig and Shannon Hickey have been requesting the pin numbers since before mid-July. The computer that J. Britt used was purchased with P and I funds. We now have everything that we need back from him. Rosie Craig commended the board for their commitment and passion.

The \$80,000 amount that J. Britt is asking for is being disputed. Next Tuesday, September 25, 2018 a meeting will be held at 11 a.m. to discuss.

MAC has retained an attorney at a rate of \$200 an hour.

Dominik Mjartan suggested that we authorize no more than \$10,000 for a settlement.

Rosie Craig asked for a motion to not settle for more than \$10,000 for any remaining compensation for his role as Project Director providing we get a release.

Motion: Catharine Aitkin made a motion to not settle with Mr. J Britt for more than \$10,000.00 for any remaining compensation for his role as Project Director and only provided we get a release. Robert Jessleson seconded the motion. The vote was approved unanimously (6-0).

F. Student Incidents- tabled

V. Adjournment

A. Review of Action items

B. Confirm date for next meeting: October 11, 2018.