**NOCCS Board Meeting Minutes**

**October 20, 2010**

In attendance: Julie Obbard, Carolyn Gramstorff, Eric Rathhaus, Ken Sommer, Lily Jones, Kelly Nayo, Li-Mei Johnson, Susan Jones, Helen Gibson, Michael Schwartz, Jay Weil, Mara Benitez

**Public Comment**

Two NOCCS parents present update on the Cell Tower and ask for the support of the Board. There is a request for more information and to better understand what is the specific ask from the board.

The vote on measure L is coming up which may impact staff salaries

**Finance committee reports out - Helen**

Committee has new member Jay and has schedule a standing meeting

Wade McCullen great auditor - works fast – audit to be finalized by end of week 10/22

A Quick forecast for finance is shared

Finance committee update for the community will happen via the board blast

Next quarter will have spreadsheet

**Nominations committee reports out – Julie**

4 new board members are introduced – Kelly, Li-Mei, Eric and Michael

Task for new board members is to read the renewed charter document that can be found on the website (it is like a strategic plan)

**Teacher Report – Lily**

Teacher board position is ending in December. Time commitment has been an issue. Suggestion is made to reduce the term to a year for teachers. Good to have overlap. Most likely no one will come to board retreat, but hopeful that someone will agree to join by January. Carolyn will work on it**.**

**Action taken on Officers**

**Approved Board officer appointment**

Julie Obbard – Co-Chair for one year

Rachel – Sec for 2 years

Jay – Treasurer for 2 years

Reminder that there is a need to pull together board policies – Michael will work with Rachael to compile and refine where needed.

**Refinance Update– Susan and Peter**

In conversations with current lender (First Republic)

**Three loans are discussed**

1. First Republic 2.6 million
2. Charter Loans (Investors) 1.5 million – Ask them to forgive whole loan to put school in better position to negotiate the 1st loan
3. Single Investor operating loan due June 2011 50K forgiven 150k left to pay – working on eliminating this loan from the books.

Former parent no longer interested in being guarantor

Message from bank is that without a guarantor there will be no new loan

Seeking fixed rate mortgage 5.4% or less

Seeking guarantor with 5 million net worth and good income

In the worst case scenario if we do not find a guarantor

It will be hard for bank to shut down the school

We’d need a million dollar gift (even $200, 0000 would be good) or we could extend the existing loan

Individual lender has written letter about existing loan and has made a proposal to the school to forgive a larger amount if paid by end of the year. Susan will form an Ad hoc committee to make a recommendation

**Update on the EDP**

Manager of extended day program has submitted her resignation

Not a philosophical fit for her – also she didn’t realize that she’d have to sell the program to parents and raise revenue

Mara will conduct exit interview with her

Program will continue to run until the end of the trimester

Program is in the red and creative solutions are needed to attract more parents and continue to provide access to all parents regardless of income. Outsourcing was brought up as an idea (Adventure time or Studio One)

Interim plan is presented by Carolyn and Julie

Board discussion on the issue of consistency problems that parents felt from the past

Board members who are parents at the school share the parent perspective on the EDP programming and management

Carolyn responds by trying to keep the program afloat in the interim and pulling out one of the Kinder teacher into a coordinator role for the short term

Carolyn suggests that -The central question for all to keep in mind is “what is best for the kids?”

A lot of push back on the plan – Carolyn reminds the group that tons of hours of work and reflection went into the plan.

Michael mentions that there is a conflation of roles on the board and that it is valuable to have a parent perspective on these matters.

Unacceptable not to have an EDP for the population that NOCCS is serving and is trying to serve

**EDP Moving forward –**

Jay will look into a pricing model – no break even models – 5-10K @ current usage

Survey to evaluate demand

Will look into moving transition date to Dec. 17

**Carolyn’s recommendations:**

Keep good staff

Do PR work to increase enrollment (Susan and Kelly will support Julie on PR)

Assume some level of loss and plan

Come to December meeting with more info and make decision on design

Big question – Do we want to raise money for the EDP?

**Retreat planning**

Norms/Team building

Community communication and integration

Bd Priorities

Protocols and messaging points

Equity in community

Strategic Planning

Kelly, Mara, Ken will work with Julie on the planning