

North Oakland Community Charter School (NOCCS)
General Board Meeting
@ 6:00 pm February 20, 2013
1000 42nd Street, Oakland

Our Overarching Role as Board Members:

Serve as pro-active stewards of NOCCS' sustainability and growth, in alignment with its guiding principles

Outcomes

Better understand the current state of the school
Make progress on strategic priorities; fine-tune implementation strategies
Address emerging policy issues
Agree on next steps

AGENDA

Present:, Wendy Barry-Owen, Carolyn Gramstorff, , Li-Mei Johnson, Jenny Bond, Kate Hayes, , Victoria Folks, Michael Schwartz, , Eric Rathhaus, , Miles Armstead, Josh Newman, Jay Weil,

Meeting called to order at 6:20

Public Comment-

Approval of Minutes : Vote on minutes from January 2013
Unanimous approval

Approval of Summer Camp Plan:

Tatum presented summer camp plan to the Board
She shared that the program would include a variety of weekly themes. Tatum was seeking Board approval for elimination of one full time staff member/2 teachers for K-3 participants and 1 teacher for 4-6th grade participants.
The Board listened and asked questions: Jay asked how enrollment numbers compare to last year. Tatum shares that the enrollment numbers are similar to last year.
Carolyn asked why net income is different if numbers were similar. Tatum shares that they broke even last year. Wendy asks what the goal of the summer camp is: Tatum shares that incoming Kindergartners can become familiar and get ready for school. 1/3-1/2 enrollment are incoming K's. Kate asked if it make sense to just run incoming K's week long camp. Tatum stated that it was really valuable for the 4-6th with Iliana. Feels that enrollment has the possibility of changing if staffing stays consistent.
Carolyn states that she sees benefits of camp. Is there a percentage of a profit that we want to make off the total cost? Jay states that he feels that camp is good for the community and the teachers and as long as it does not lose money it's a positive thing.
Carolyn states we need to approve this with the mandate that Tatum runs the budget so it makes a profit. Tatum states that she feels budget is reasonable. Eric states that he thinks the summer camp provides support for EDP.
Eric motions to vote for approval

Unanimous approval

Finance Committee Report

Carolyn shares that Beth will be attending Board meetings to update financials as Jay moves toward terming off the Board.

Beth passed out copies of the NOCCS financial summary July 2012-2013

Have not received final word for sb740 funding.

Still waiting on deferrals being held on passing of prop. 30

Variances:

Payroll taxes are a bit higher because of medicare expenses

Summer camp was not included in the budget earlier/now included

Envision Grants are now reflected in payroll expenses

The budget is running close to projection. The most significant variances are the rent increase and PEC grant.

Peter Trublood wants donation to go toward operations now that Prop. 30 passed.

Adjustments to this effect will be made next month.

Refinancing

Appraisal was ordered and will take place tomorrow afternoon. Will be good for 6 months.

This gives us a couple of months to work with it. Jay shares that the rates are pretty stable right now. 3.95% on tax exempt 4.35% on taxable.

Annual Fundraising Progress to Date:

Wendy shares fundraising update

We're just over 69% of the way towards meeting our fundraising goal of \$180,000.

Annual fund has raised \$74,370 toward goal of \$75,000

The Auction is still to come

E-waste collections are happening this week.

Carolyn shared that she checked in with Sharon Krieger about the auction. Sharon shared that the \$40K goal will be a bit of a stretch. Working on an updated projection that will be presented to the Board.

Capital Campaign Update/Committee Report

Yovanna passed out Campaign progress report to the Board and introduced Ted Obbard and Elizabeth Cushing, who are working with the Community Capital Campaign Committee

She shared Case statement and will send out to the Board for further reading.

It was reported that \$227,350 has been raised toward total goal of \$1.5 mm.

The cabinet has created a pipeline for how they will raise the \$455K for Phase 1.

\$106,850 has been raised as of February 20.

The Community committee is engaged. They had a focus meeting in January and formed 3-sub teams:

Developing collateral

Defining a recognition strategy

Leading the solicitation and asks.

A solicitation training is tentatively scheduled for early March.

Elizabeth shared that they are very goal oriented and are focused on \$455K goal. Elizabeth shared the Phase 1 Pipeline sources that they are focused on. These include; Board members, anonymous gift, previously raised cash to-date, former Board member challenge, identified lead donors and Committee collective goal.

Board asks questions of Elizabeth about the Phase 1 fundraising plan.

Jay asks if the fundraising needed for the refinance is possible in 75 days. Elizabeth states that this is a realistic expectation. Jay expresses concerns about the timeline. Elizabeth suggests that we focus on the \$125K.

Ted Auburd shares that the campaign feels like a success coming together. States that the “community capital campaign committee’s” start was bumpy but they have come back together and have clarified the finances and they’re role and the Case.

Yovanna shared that the committee has been broken down by grade level into four groups to focus on solicitation. She stated that the committee has hit a third hurdle with gifts being lower than expected. In response they have tightened up management of the committee and are consistently checking in on member progress. Jay appreciates optimism but continues to be concerned about the choreography. Is there a way to know if we have the money before moving forward with the refinance process and it’s expenses?

Elizabeth and Carolyn share they believe that the urgency will encourage greater donations from outside and identified lead donors. Jay asks when they would suggest it is okay to spend \$100k on this plan. Elizabeth answers 75 days.

Jay shares that the refinancing expenses will most likely be more like \$125k unless we get pro bono attorneys.

Facilities Update

Carolyn provided update on Destiny Arts. One idea is to consider a transitional kindergarten taking over the current Destiny space. They are also considering looking at other non-profits that might want to come use the space.

Iliana shares idea of bringing tutoring program that would pay rent but would also support NOCCS students. Josh suggests we consider using the space in a way to increase enrollment-to make additional space for NOCCS.

Personnel Committee Update

Will revisit at next meeting

Board Election Plan

Li-Mei reports that we have six Board members terming off. To hold to 14 members for next year we need to target to bring on 5 Board members. She suggests 3 community elected members and 2 external new members.

Suggested timeline:

May 15 Board meeting we would ratify results.

April 8 announce Board election timing with statements due the end of April. These are posted on May 1st. All final ballots in on May 14th.

Jenny volunteers to work with Li-Mei on the election process for new Board members.

Board discussed and asked questions. Topics discussed were Skills and experiences needed in new Board members and the need for a succession plan for Board officers.

Meeting adjourned at 8:00 pm

