

North Oakland Community Charter School (NOCCS)
General Board Meeting
@ 6:00 pm September 19, 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:, , Carolyn Gramstorff, , Jenny Bond, Erica Mackie, , Li-Mei Johnson, Kate Hayes, Pam Rich, Laura Geduldig, Mike Markman, Mia Birdsong, Adam Howell, Ann Gordon, Miles Armstead, Coriander, Eric Rathhause, Rachel Venning, Steve Fox, Wendy Barry-Owen

Meeting called to order at: 6:14 pm

Public Comment- None

Check Signers: Beth shares that we are going to update check signers due to the addition of new Board members. She proposes that we keep Jay Wiel as a check signer because he will continue to sit on the finance committee. It is also proposed by Beth that we have Jay and Rachel as co-administrators on our account. Erica asks Beth to outline what our check signing policy is. Beth explains that we have two check signers no matter the check amount. If it goes over \$15k the Board is consulted. Erica asks for discussion or questions. Beth shares that she works with process but cannot sign. The Board discussed and asked questions.

Carolyn moves to appoint the proposed check signers and to make Rachel and Jay Co-administrators.

14 approved

Approval of Minutes: Pam moves to approve the August minutes. Li-Mei seconds the motion

2 abstentions

0 opposed

12 approved

Development Update: David Bond introduces power point and shares primary goals of the presentation. Elizabeth Cushing was in attendance and shared additional details.

Carolyn presents NOCCS 3.0: a shortened version of her Back to School Night presentation.

Carolyn gives brief history of the growth and development of NOCCS as we know it today.

Major goals for 3.0:

- Secure our home
- Develop organizational capacity to support our programs and personnel.

- Expand our development capacity.
- Position NOCCS as educational leader.

Carolyn shared where NOCCS will be by 2015

- Start up loan paid off
- Regular low interest amortized loan with payments parts of regular budget
- Organizational capacity that fully supports program
- NOCCS leading the way and impacting broader educational community

Carolyn thoroughly discussed the financial details that lead to the start of the Capital Campaign. The Board listened and engaged in a thorough discussion.

Carolyn shared current data regarding our financial status:

- Start up debt is \$600K
- 400K will be subsumed into new mortgage
- \$200 K will remain post re-financing
- Current Capital campaign funds \$99,600
- Current PEC funds \$104,500
- Current LLC funds \$58,000

She shared that the Re-Financing sign off- is anticipated next week.

David Bond presented the details about shortfalls and future plans to move forward.

Carolyn and David reported that there are three primary strategic moves and we need to choose one to move into Phase 2. The big difference in decision points lies in what, if anything, we want to put toward capital improvements. This would increase total goal by 200k. The question of feasibility was posed.

Carolyn proposed options for moving forward:

Option A: Stick with Phase I goals

Option B Reduce infrastructure goal to \$200K

Option C: No infrastructure goal

The Board engaged in a thorough discussion about the options.

David and Carolyn shared ideas for a Phase II plan

Board members provided input and feedback about the options presented.

Carolyn and David plan to present proposal to the Board at the October meeting

Directors Report: Carolyn distributed handout for the Board to read

Refinance Update: Rachel reported that the bank contacted her today and will send draft documents by the end of the week that need to be signed by the Treasurer and Chair. The Board discussed the motion made in the June meeting where Jay Weil, Erica Mackie, Li-Mei Johnson and Miles Armstead were named. ***Mark Markman discussed that the bylaws clearly state that the Treasurer and the Chair are required to sign and that the intent of the June motion was to authorize the Treasurer and the Chair to sign the refinance documents. It was decided that the original named team will review the documents before the current Chair and Treasurer sign them.***

Board Roles and Responsibilities Q&A: Eliminated from the agenda due to time constraints

Board Committee Needs: This agenda item was tabled due to time constraints

Meeting Adjourned at 8:20 pm

