



APPROVED 8/15/14

**Maine Connections Academy, Inc. (MCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING
Monday, June 9, 2014 at 9:00 a.m.**

**Held at the following location and via teleconference:
Portland Marriott at Sable Oaks
200 Sable Oaks Drive
South Portland, Maine 04106**

I. Call to Order and Roll Call

In Ms. Volk's absence and at her request, Ms. Hannon called the meeting to order at 9:19 a.m. when all participants were present and able to hear each other. The meeting was open to the public.

Board Members Present: Julie Hannon, Amy Linscott and Carol Weston (in person); Nick McGee (via phone and in person);

Board Members Joined During Meeting: Amy Volk (via phone and in person);

Guests: John Larouche, Board Counsel; Rachel Graver, Connections staff (in person); Mark Schrader and Karl Francis, School Leader Candidates (in person); Meredith Strang-Burgess and Caitlin Conroy, Members of the public from Burgess Advertising (in person); Pat Laystrom, Shawn Soltz, Laura Karns and Megann Arthur, Connections staff (via phone).

II. Routine Business

a. Approval of Agenda

Ms. Hannon asked the Board to review the Agenda distributed prior to the meeting. There being no changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the June 9, 2014 Maine Connections Academy, Inc. Board Meeting, as presented, is hereby approved.

The motion passed unanimously.

III. Oral Reports

a. Update on Facility

Mr. Larouche provided the Board with an update on the facility lease negotiation.

b. Update on Enrollment

Ms. Graver reviewed the most up-to-date enrollment numbers with the Board. The Board discussed strategies for student recruitment.

[Mr. McGee joined the meeting in person at 9:32 a.m.]

c. Update on Employee Handbook

Ms. Hannon provided the Board with an update on the Employee Handbook revisions.

d. Financial Report

Mr. McGee reviewed the fiscal policy and authorized banking signors with the Board.

i. 2014-2015 Budget Planning

Mr. Soltz reviewed the timeline and process for the 2014-2015 Budget planning.

ii. Update on CFO Engagement

Mr. McGee provided the Board with an update on the search for a Chief Fiscal Officer (CFO).

IV. Consent Items

Ms. Volk asked the Board members whether any items from the Consent Items should be moved to Action Items for discussion, or tabled. There being no items moved, a motion was made and seconded as follows:

RESOLVED, that the Consent Item:

- a. Approval of Minutes from the May 16, 2014 Board Meeting, as presented and subject to review by Board Counsel, is hereby approved.

The motion passed unanimously.

V. Executive Session: Pursuant to MRSA Title 1, Chapter 13, Section 405-6, discussion of employment, promotion, evaluation, discipline, or resignation of an individual regarding public employment

The Board entered into Executive Session at 10:11 a.m. pursuant to MRSA Title 1, Chapter 13, Section 405-6 for the discussion of employment, promotion, evaluation, discipline, or resignation of an individual regarding public employment. Board members in attendance were Julie Hannon, Nick McGee, Amy Linscott and Carol Weston. The Board invited the following into Executive Session based on their work on this matter: John Larouche, Rachel Graver, Laura Karns and Megann Arthur. All others left the meeting at this time.

[Mr. Schrader joined the meeting in person at 10:16 a.m.]

[Mr. Schrader left the meeting at 10:50 a.m.]

[Mr. Francis joined the meeting in person at 11:00 a.m.]

[Ms. Volk joined the meeting via phone at 11:35 a.m.]

[Ms. Volk joined the meeting in person at 11:55 a.m.]

[Mr. Francis left the meeting at 12:09 p.m.]

After the Board concluded their discussion, the Board resumed their open session at 12:56 p.m. via roll call. No action was taken during closed session.

VI. Approval of Items Necessary Based on Executive Session

Ms. Volk reminded the Board of the discussion during Executive Session. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the authorization for Connections to offer Mr. Karl Francis the MCA School Leader position and to negotiate a salary within the budgetary parameters, as discussed during Executive Session, is hereby approved.

The motion passed unanimously

[Ms. Karns left the meeting at 1:00 p.m.]

Old Business/New Business

The Board discussed their bylaws and process for the upcoming annual meeting.

VII. Adjournment and Next Meeting

Ms. Volk noted that the Board was at the end of its agenda. The Board requested that Connections poll the Board to establish a June Annual Meeting date. The Board being at the end of its agenda, the meeting was adjourned at 1:18 p.m.