

# Ledyard Charter School Board of Directors

## Board Meeting Minutes

Wednesday, October 12, 2022 | 5:03 PM | via [Zoom](#)

*This meeting is conducted via Zoom. The authority to conduct a public meeting in this manner was granted by Governor Sununu's 12th Executive Order issued on March 23, 2020.*

### **1. Call to order and introductions**

The meeting was called to order at 5:03 pm. Present: Lucretia Witte, Justin Campbell, Wendy Kozak, Ivy Schweitzer, Aubrie Hetzel, Amie Bettle, Tom Puleo, Bethany Solomon, Johnathan Masland, Patrick Darley, Jim Leavitt, and Ben Beisswenger

Absent: Mike Harris and Jillian Conforti

A quorum was present.

### **2. Public input**

There was no public input.

### **3. Consent agenda**

Approval of the minutes from 9.14.2022

Motion by Ivy Schweitzer, seconded by Jonathan Masland and approved unanimously.

Motion to remove Frank Gould from the board per his request was made by Ivy Schweitzer, seconded by Bethany Solomon and approved unanimously.

### **4. Board membership**

Motion to approve Ben Beisswenger as a member of the LCS Board by Lucretia Witte. Seconded by Jonathan Masland and approved unanimously.

### **5. Executive Director's report**

Wendy Kozak gave the Executive Director's Report, [October 2022 Director's Report](#).

Not included in the report: website was updated and a link sent out to board members 10/12/22 for review.

Additionally, two emails have been received thus far from sending out the newsletter.

### **6. Committee Reports**

Governance: Justin Campbell

Policies will be reviewed and updated according to state recommendations along with draft language by the end of the year.

Education/Mission: Ivy Schweitzer, Tom Puleo, Amie Bettle

The website was the focus last month. Amie assisted Wendy in developing the website and logo.

\$1000 will be set aside for further development of the site, possibly going toward a photographer.  
A therapist, Matthew McCall, has been recommended and interviewed by Wendy for possible hiring.

Fundraising: Lucretia Witte, Bethany Solomon, Aubrie Hetzel

This committee continues to strategize and set goals for project-based fundraising.  
A fundraising coordinator/grant writer has been hired (also see the Director's Report)

Finance: Johnathan Masland

Approximately \$160k is available in checking, and no money has been drawn on the line of credit.

### **8. Update on Lease of Upstairs Space**

Johnathan Masland reported that a meeting occurred with the tenants and an update will be provided at the next meeting, although it is looking optimistic. The acquisition of a propane tank is looking promising as well, yet unconfirmed. He recommends a private meeting to discuss the tenant's lease agreement.

### **9. Proposal of Repayment Strategy for Bob Haynes loan**

- Johnathan Masland shared a slide outlining loan details:  
Original loan amount: \$200k, today \$150k is owed.  
Term: 5 years with 7% interest, Payment: interest only
- He recommends a repayment structure of \$30k today reducing total loan amount and \$10k/mo. for 36mo. Wendy: when payments are due are her primary concern. Ben: quarterly payments are the best arrangement.
- Justin Campbell made a motion to accept quarterly payments with unanimous approval.

### **10. Other Business**

ED Preliminary evaluation – a rubric will be developed.  
Board chairing responsibilities – communications guidelines will be sent out before the next meeting.  
Next In-Person Meeting will be at 5pm on December 14, 2022 at LCS then at 5:45 the board will meet at a restaurant (TBD) for dinner.

### **11. Adjournment**

The meeting was adjourned at 5:54 pm.  
The next meeting will be on November 9, 2022 via Zoom.