

Ledyard Charter School Board of Directors

Board Meeting

Wednesday, September 14, 2022 | 5:00 PM | Hybrid: via [Zoom](#) and in person at LCS

This meeting is conducted as a hybrid meeting at the school and 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 5:06 pm.

Present: Lucretia Witte, Wendy Kozak, Mike Harris, Frank Gould, Amie Bettle, Ivy Schweitzer, Aubrie Hetzel, Tom Puleo, Bethany Solomon and Johnathan Masland

Absent: Patrick Darley, Jillian Conforti, and Justin Campbell. A quorum was present.

2. Public input

There was no public input.

3. Consent agenda

Approval of the minutes from 8.17.2022 and the [Mission, Values, Vision, Goals and Story](#) from August 24, 2022. Motion by Mike Harris, Seconded by Ivy Schweitzer and approved 8-0.

4. Executive Director's report

Wendy Kozak gave the Executive Director's Report, [LCS September 2022 Director's Report](#) Not included in this report but stated during the meeting:

- \$60,000 in grant money was approved for mental health counseling (as a reimbursement).
- \$20,000 in grant money was approved for a new surveillance system.
- \$6,000 in grant money was approved for fundraising purposes to include expansion of the donor list, newsletter, and fundraising events of which six are currently scheduled.

Wendy will share the updated website for board approval.

5. Financial report

Mike Harris provided the financial report.

LCS has received the expected tuition money and the current status of the accounts are as follows:

- Checking: \$157,000
- Money Market: \$26,000
- USDA escrow account: \$2,400
- Mascoma Bank is currently owed \$60,000 at a 5.5% interest rate
- Line of credit stands at 7.5% interest rate with a 5 year term and balloon payment at the end of the term.

Acknowledgment of a gift for \$7,000 was received from the Martha Parker estate.

Regarding tenants:

Barry Schuster is providing legal counsel. Mr. Schuster concludes that there is no denial of application from the city and recommends a proposal be acquired from Irving Oil for a propane tank/line to be submitted to the City Manager for approval. Tenants are not currently paying rent.

Next Steps:

The Financial Committee will meet to strategize a plan to pay off the line of credit, produce a cash flow projection for 2022-23, and develop a specific plan for use of grant money received.

Regarding tenants: If there is no change in status as of the October 12, 2022 Board Meeting the lease will be reconsidered. Marketing for the space is to be reconsidered.

6. Discussion of board committees and special assignments

Board committees held a 15 minute breakout session to choose a project leader, determine a date for a mid-month meeting and determine 2-3 primary goals.

Next steps:

Committees are to meet prior to the next board meeting and the committee lead is to provide a report at the next Board Meeting.

Committees were confirmed as follows:

Governance: Justin Campbell

Finance: Mike Harris, Johnathan Masland

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

Fundraising: Lucretia Witte, Bethany Solomon, Aubrie Hetzel

7. Other Business

Per Lucretia Witte, future meetings will be held via Zoom only with in-person meetings only occurring quarterly.

The next in-person quarterly meeting will be held in December, 2022, followed by March, June and September.

8. Adjournment

The meeting was adjourned at 6:29 pm. The next meeting will be on October 12, 2022.

Minutes submitted by: Amie Bettle, Secretary