

HARPSWELL COASTAL ACADEMY

BOARD OF DIRECTORS MEETING

January 24, 2018

Final Minutes

Board Members in Attendance:

Sally Mackenzie, Chair
Ed Harris, Vice Chair
Sharon Whitney
Nancy Andersen
David Jean
Ian Poeraatmadja (arrived at 4:45)

Board Members Absent:

Eileen Hornor
Cynthia Shelmerdine, Secretary

Administration:

Carrie Branson, Executive Director
Andrew Smaha, Finance Director
Micah Depper, Director of Teaching & Learning

Public:

Susan Weems
Sue Priest
John D'Anieri (for section V)

I. Welcome and Call the Meeting to Order

Sally Mackenzie called the meeting to order at 4:30.
Consent Agenda: The Board unanimously accepted the Consent Agenda (December 20 Board Meeting minutes).

II. Executive Committee

The EC has decided to schedule regular meetings and encourages other committees to do the same. This will ensure that work being planned has regular attention and forward momentum.

At its next meeting (8 February, 4 pm) the EC will conduct a mid-year assessment of the Executive Director, following her completion of a self assessment. The EC is using the LEPG rubric and plan used by all leaders at the School. The other leaders will meet with Carrie to develop goals, following their completion of the self assessment.

III. Advancement Committee

Andrew reported that the Advancement Committee met last week to review fundraising progress to date and to reset priorities for the remainder of the year. Major gifts are well above the budgeted goals, while our events and Annual Fund categories are slightly under goal. Overall, these things balance, and we are well positioned at this time in the year.

The committee also reviewed plans for an upcoming dinner event at the Brunswick Inn, and decided to look for a date for the event later in the spring when more members from the community are likely to be in the area. Discussion followed, and the Board requested an updated advancement plan from the committee with details about goals and events for the remainder of the year. Andrew will provide this to the Board by the February meeting.

IV. Finance

Dave Jean reported that second quarter financials have been reviewed and submitted to the state. The school is operating on budget, and no major concerns have arisen. He explained that the committee is beginning to work on a FY19 budget. This will be workshopped in March, then brought to the Board for a first reading in April and a second reading and adoption in May.

Discussion followed about the committee looking into health insurance benefit options and equity issues as the budget is created.

V. Executive Director

Carrie provided an update on the enrollment calendar for the 2018-19 school year. She discussed the marketing plan being developed by the leadership team and addressed questions from the Board.

VI. Public Comment: Report from the Propeller Project

John D'Anieri joined the Board to provide an update about the Propeller Project. The organization was built with the idea that HCA would need a vehicle with which to spin off entrepreneurial opportunities for students and the school in the future. At this point, the organization is not fully active, and they are at a decision point between three potential outcomes:

- Option 1: Roll the Propeller Project over to HCA and allow the school to move it forward as desired over the next several years.
- Option 2: Dissolve the Propeller Project and roll the remaining funds to HCA.
- Option 3: Allow Joel Russ to move on with the Propeller Project with a new focus on entrepreneurial options throughout the state.

The board discussed these options and agreed to discuss further and be back in touch with the Propeller Project later this spring.

VII. Adjourn

The meeting was adjourned by unanimous vote at 6:30 motion by Dave, seconded by Ed).

Respectfully submitted, Cynthia Shelmerdine, Secretary