

In Attendance: Cynthia Shelmerdine, Kathy Wilson, Barbara Merson, Sally Mackenzie, and Kata Ritenberg, Board members; Mel Christiansen-Fletcher, HCA Head of School and Ashley Hyde, HCA Director of Finance and Operations.

Cynthia called the meeting to order at 4:34 pm.

The Consent Agenda (minutes of the February 15, 2023 Board meeting and minutes of the March 3, Board meeting) was accepted.

Ashley showed the budget and cash flow spreadsheets. Based on the invoices received and paid and the allotment coming from the state, she feels the school will be able to cover salary and benefits, as contracted, for faculty and staff.

A discussion followed about when people would be paid the amount owed. Ashley will continue to investigate what arrangements can be made regarding retirement and insurance payments. A message to the staff will say, “based on current estimates, we anticipate being able to fulfill contracted obligations through June.”

Mel said she was going to let staff know that they can have a certain amount of time off (PTO) for seeking job opportunities elsewhere.

The next item for discussion was the choice of a realtor to sell the school property. David Jean has contacted two realtors who handle commercial real estate. Ashley and Mel met with an auction company representative who is going to provide information about auctioning assets as well as the property. Ashley will ask David if he wants to contact the realtors about a shorter time frame for marketing and selling the property. If he is too busy, Ashley will contact them. Ashley expects to receive the information needed from the auction company early next week.

Cynthia made a motion, seconded by Sally, that we defer a decision on the choice of a realtor until next week. The motion was accepted unanimously.

In order to ensure that we move quickly on this matter, we will communicate via email or have a short Zoom meeting to decide our next steps in this regard. Barbara said that, although she will be away, she will be able to communicate via email.

The next item concerned our obligation to the federal government for grants received during Covid. David Hartman is willing to discuss the matter with Shelly Chasse-Johndro, Director of Federal Relief Funds. Ashley and interested Board members will participate in a Zoom with them soon.

Another item discussed was who will be kept on staff to tie up loose ends after the school closes in June. A FY 2024 budget will be drafted to show the personnel and other costs after the school is officially closed. This budget will be on the April 12th agenda.

Mel had already sent her Head of School report, and she mentioned that this between-the- trimesters week has been a positive one with trips and celebrations. Student-led conferences will be held March 29-30.

Mel is communicating with the MCSC about making the last official school day June 16.

Another announcement is that the Narwhal Fest date is now May 5th.

Cynthia said she planned to write to Shelley Reed soon about our decision to be ex-officio members of MAPCS.

Sally noted she would be away for the April 12th Board meeting. Barbara said the Board can use her Zoom for that meeting.

Kathy mentioned that Pride Day is June 10. She hoped people would support the rainbow paint on the crosswalks in Brunswick this year too.

On a motion by Barbara, seconded by Kathy, the meeting adjourned at 6:09 pm.