

**Gate City Charter School for the Arts
Board of Trustees**



Minutes

Date: July 15, 2014

Time: 6:51 pm

Location: Beck's Creative Arts Center, 491 Amherst St, Unit 25, Nashua NH

Attendance:

Karin Cevalasco

Rebecca Frederickson

Kurt Stuke

John Keicher

Lisa Klein

Bill Spinelli

Bob Amrein

Mark Walsch

Bill Anderson

Jill Caine

Tammy Conroy

Absent

Lisa Ura Bollinger

Dan Sinnott

Quorum:

Eight of ten members present (five required)

I. Public Meeting Call to Order – 6:51 pm

II. Reading and Approval of Minutes – 6:52 pm

Minutes from the previous meeting were read; a motion to accept the minutes was passed and filed.

III. Public Comment – 6:53 pm

No public comments were offered.

IV. Reports & Open Board Discussion

A. 6:54 Treasurer's Report –John Keicher

July was an active month due to the necessary expenditures associated with opening the school. Budget remains in the black. Payroll services and an administrative staff are in place. A motion to accept the treasurer's report was passed and filed.

B. 7:07 Update from Property Committee – Karin Cevalasco, Bob Amrein

Lease is signed. A company has been hired to complete the

construction/renovation. Demolition has begun and the estimated date of occupancy is August 18th. A quote for telecommunication services (including installation) and for cubicle walls has been obtained.

C. 7:30 Director's Report – Bill Anderson

- a. Working with Jill Cane to sketch out the year's PD
- b. Establishing norms and procedures
- c. Laying foundations for arts integration & use of PBL
- d. Working with James Fothergill in the creation of the music curriculum
- e. Set up a milk delivery with a company (Milk N It) that will provide refrigerator storage
- f. Evaluating several food services
- g. Met with the Merrimack District Transportation person; we will be using "Caring Hands"
- h. Met with several representatives to discuss leasing of copy machines
- i. Interviewing several prospective instructional aide candidates
- j. Met with a representative of the Nashua School District to discuss special services

D. 8:03 Update from *Friends of Gate City Charter School for the Arts* –

Rebecca Fredrickson, Update on Ice Cream Social, T-Shirt Sales, Facility Readiness Committee, Gala Fundraiser, and 5K Fall Fundraiser

- a. Ice Cream Social – to happen this Saturday at 4 PM at Greeley Park
- b. T-Shirt Sales – was a successful event that will be repeated in the Fall
- c. Facility Readiness Committee – will be mobilized for the upcoming move into the facility
- d. Gala Fundraiser – September 19th, 6:30 PM at the Nashua Country Club; will include a live and silent auction, live entertainment, 50/50 raffle, dancing, and more
- e. 5K Fall Fundraiser – a motion was made to hold the 5K ; the motion was accepted and passed
- f. Fiscal Sponsorship – there is a meeting this week with City Arts Nashua to discuss our sponsorship

V. Old Business

A. 8:23 – Vote to accept Employee Handbook

John Keicher revised the Employee Handbook. Bill Anderson asked for some time to review and discuss the handbook.

VI. New Business

A. 8:30– Web Site Hosting and Communication Plan

There are two components – one is the communication tool for teachers and staff and the other is the student information/analytics piece. Kurt will

research hosting options. Mark will research Moedel as one possibility for the communication tool. Bill will research Sycamore as a candidate for the analytics software

VII. Suggestions for Next Meeting Agenda

A. First Day of School Plans

B. Update on Web Site Hosting and Communication Plan

C. Facility Readiness Update

D. Employee Handbook Review

VIII. Adjournment – 9:00