**MINUTES OF THE REGULAR MEETING OF THE**
**BOARD OF TRUSTEES**
**FINN ACADEMY: AN ELMIRA CHARTER SCHOOL**
**610 Lake Street Elmira, New York 14901**
**December 12, 2022**
**6:00 PM**

**I. CALL TO ORDER by Renee Sutton at 6:09**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

| | Present | Absent |
|---|---|---|
| Kevin Brimmer | ___x_____ | _____ |
| Kathryn Coletta | ____x____ | _____ |
| Jill Koski | _____ | ___x_____ |
| Maya Patel | ___x_____ | _____ |
| James Pfiffer | ____x____ | _____ |
| Katie Stowell | _____ | ___x_____ |
| Holly Strickland | _____ | ___x_____ |
| Renée Sutton | ____x____ | _____ |
| Martina Baker (ex-officio) | ____x____ | _____ |
| Aimee Ciarlo (ex-officio) | ___x_____ | _____ |
| Ryan Dunlap (Teacher Rep) | ___x_____ | _____ |
| Sabrina Morrison (Parent Rep) | _____ | _____x___ |
| Jen Fetterman (Parent Rep) | ____x____ | _____ |

## IV. WELCOME & MISSION MOMENT

At Finn Academy we promote an inclusive, rigorous and nurturing environment to best prepare our children for their future and to cultivate a community of scholars, leaders and friends.

Finn held its first in-person recognition ceremonies since before school-closure due to COVID.

## V. APPROVAL OF AGENDA

**Resolution to approve/amend/add/table/delete a resolution under Governance to appoint a new Treasurer and Finance chair and to update the signature cards at Chemung Canal Bank.**

**So Moved: Katie C.** **Seconded: Maya** **In Favor: All**
**Opposed: None**

## VI. PUBLIC COMMENT

**None**

## VII. PARENT REPRESENTATIVES REPORT

Jen reported out on the Scholastic Book Fair.

## VIII. TEACHER REPRESENTATIVE REPORT

Ryan reported that no issues had been raised by teachers since the last board meeting. Teachers enjoyed a holiday pot-luck gathering.

## IX. COMMITTEE REPORTS

### A. GOVERNANCE

**Resolution:** To approve the minutes from the October and November Board of Trustees meeting, as presented.

**Resolution:** To accept the resignation of Jill Koski from the Board of Trustees.

**Resolution**: To nominate and accept Kevin Brimmer to the position of Treasurer and Chair of the Finance Committee.

**Resolution**: To update the signature cards at Chemung Canal to remove Jill Koski and authorize the following people as signatories: Renee Sutton, Board Chair; Kevin Brimmer, Board Treasurer; Aimee Ciarlo, School Leader; and Martina Baker, Chief Operations Officer.

**So Moved:** **Maya** **Seconded:** **Katie** **In Favor:** **All**
**Opposed:** **None**

**Resolution**: To form an ad hoc committee, the Strategic Planning Steering Committee.

**So Moved:** **Jim** **Seconded:** **Katie** **In Favor:** **All**
**Opposed:** **None**

Jim shared from a virtual board development meeting he attended hosted Nationalcharterschools.org.

**B. FINANCE**

Martina reviewed the October financial statements with the board.

**Resolution:** To approve the contract for service from MicroSolutions, as presented.

~~**Resolution:** To approve the October financial statements, as prepared and presented by Kirisits and Associates.~~ Tabeled

**Resolution:** To approve the contract with Southern Tier Industries, as presented.

~~**Resolution:** To approve the agreement with SchoolWorks and empower the COO and School Leader to coordinate services not to exceed the amount of $6,200.00.~~ Tabled.

**So Moved:** **Maya** **Seconded:** **Katie C** **In Favor:** **All**
**Opposed:** **None**

**C. ACADEMICS**

**So Moved:** **Seconded:** **In Favor:**
**Opposed:**

**X. REPORT OF THE LEADERSHIP TEAM**

Aimee provided a brief review of the Dashboard.

**XI. EXECUTIVE SESSION**

**Resolution:** To move into Executive Session for purpose 1.d and 1.f (below): at 7:18

**So Moved:** **Maya** **Seconded:** **Katie C** **In Favor:** **All**
**Opposed:** None

(Upon a majority vote of its total membership, taken in an open meeting pursuant to a motion identifying the general area or areas of the subject or subjects to be considered, a public body may conduct an executive session for the below enumerated purposes only, provided, however, that no action by formal vote shall be taken to appropriate public moneys: d. discussions regarding proposed, pending or current litigation; f. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.)

**Resolution:** To return from Executive Session

**So Moved: Maya** **Seconded: Katie C** **In Favor: All**
**Opposed: None**

**Resolution:** To approve the Personnel Packet as presented during Executive Session.

**So Moved: Jim** **Seconded: Kevin** **In Favor: All**
**Opposed: None**

## XI. ADJOURNMENT

**Resolution to adjourn meeting**

**So Moved: Kaite C** **Seconded: Jim** **In Favor: All**
**Opposed: None**