Meeting Minutes for Monthly Board Meeting

Wednesday June 14, 2023 – 2pm

Attendance virtual or in person at Corolla Library

In attendance: President Meghan Agresto, VP Al Marzetti, Treasurer Bryan Daggett, Secretary Allison Broughton, Susan Taylor, Frieda Harris, Marcy Moore. Executive Director Sylvia Wolff. Members of the Public: Karen Clark.

The meeting was called to order at 2:00pm. A quorum was established.

Board action

* Approve May minutes – A motion was made and seconded to approve the May meeting minutes. All voted in favor.
* Annual budget – A motion was made and seconded to approve the 2023-24 budget as presented. All voted in favor.
* Contract commitment for a new school building – A motion was made and seconded to move forward with the signing of a building contract with Mancuso Development. All voted in favor.

Board President/Director’s Update

* Performance Review – Fire inspection uploaded to Epicenter
* PLC updates
* Unlawful absences – N/A though there was a significant increase in excused absences over the 2022-2023 school year. Sylvia will discuss the issue with those families that had excessive absences prior to next school year.
* Meeting Sylvia had with re: summer intern – The possible grant money available to fund a summer intern cannot be used in that way.
* Events: Year-end graduation event was more interactive than in years past and a great success.
* SIP - Screenagers screening at library
* Open Houses – Happening now and signups available throughout summer.
* Walking tour insurance – Insurance secured for Tony Cerri to provide walking tours of Corolla Village.
* Yearbook – In progress with the help of 8th graders.

Treasurer’s Report

With only one month remaining in the fiscal year, CEF’s financial situation remains solid.

As previously reported, because all allocated state money was already drawn down, the month ran at a deficit. All REAP funds have been received for the year.  Local revenue from the counties continued so the operating monthly deficit was approximately $30k.

Expenses were over budget due to the KidWind national competition trip, but some reimbursements are on the way. There were also non-routine expenses from the donor recognition party and for a new copier and ink.

Donations towards the new building totaled $27k in May. There is $982,174 in the new building account (cash and CDs), plus donor pledges not yet received.

A significant number of adjustments (31) were made to the budget as we prepared for the ‘23-'24 budget. The net of all the adjustments was less than $5k.

At the end of May, the operating account contained $175,875. With only local revenue anticipated for June, and with planned incentive compensation payments, it is anticipated that the operating account will end the fiscal year with approximately $125k.

Committee Reports-

* Curriculum Committee update – All reports on track to be in NCEES by June 30 due date.
* Capital Campaign Committee Update – Volunteers to cover Open houses though availability remains. Facebook events will be replicated to announce them each week.
* Facilities Committee – Permits still in process. Will move forward with building contract with Mancuso Development per board vote.
* Grievance Committee – n/a

Public comment – none