

**Create Academy  
Board Meeting Minutes  
May 10, 2018  
6:00 p.m. Public Session  
Create Academy Multi-Purpose Room**

**1. OPENING ITEMS**

- a. Members present: J. Jackson; J. Pinholster; A. Pinholster; V. Sidy
- b. Members absent: B. Forst (excused)
- c. Called to order at 6:04pm
- d. Approval of April 26 meeting minutes: J. Pinholster moved to approve. V. Sidy seconded. Minutes unanimously approved.
- e. Public Comment: a call to the public was made. Both members of the public present expressed their happiness to be in attendance.

**2. BOARD PRESIDENT'S OPENING REMARKS:** No opening remarks.

**3. PRESENTATIONS/COMMITTEE REPORTS**

a. Principal's report

- i. Enrollment update: 122
- ii. Updates on recruiting and communications with families
- iii. School fully staffed for next year. All but one teacher retained.
- iv. Professional development program updates discussed.
- v. Fundraising update: \$63,000 raised so far this year
- vi. Brief introduction to new Director of Advancement, Naquana Mitchell Borrero
  - 1. Starting at Create Academy: June 1, 2018
  - 2. Coming from Empower College Prep, background as opera singer, certified music teacher, teaching music as an artist-in-residence next year, former consultant in board development/governance and fundraising for non-profits
  - 3. Focusing on grantwriting and raising profile of the school, possibility of signature event
- vii. Facility updates: work on upstairs renovation continues slowly
- viii. School hours changes: 8:00a-2:35p

b. Governance Committee Report

- i. Discussion and decision on board membership
  - 1. Introduction to and interview of board candidate Ruth Sager.

2. V. Sidy moved to approve the nomination of candidate Rachel Weiss to the Create Academy board of directors. A. Pinholster seconded. Admission to board approved by unanimous vote.
3. A. Pinholster moved to approve the nomination of candidate Ruth Sager to the Create Academy board of directors. V. Sidy seconded. Admission to board approved by unanimous vote.
- ii. Discussion and decision on board retreat day/time
  1. Potential dates in July were discussed but no decision was made due to absence of B. Forst
- iii. Discussion and decision on increased board expenses
  1. Board expressed verbal support for retention of a board consultant. No vote required for planned range of amounts.

c. Finance Committee Report

- i. Changes to ADE funding and subsequent impact on FY19 planning
- ii. Introduction and Overview of proposed changes to employee benefits.

d. Development Committee Report

- i. School Tax Credit donations: \$30,500, principally from Presbyterian Church partnership

4. **EXECUTIVE SESSION:** V. Sidy moved to enter executive session. A. Pinholster seconded. Board called executive session to order at 7:32p.
5. **ADJOURN:** J. Pinholster moved to adjourn. V. Sidy seconded. Meeting adjourned at 7:48p.