

Hyde Leadership Charter School
Trustees Meeting: Minutes
November 25, 2019
830 Hunts Point Avenue, Bronx, NY 10474

Trustees Present:

Herb Fixler
Maureen Singer
Ruth Jarmul
Chavon Sutton
Herb Kaplan
Susan Engel

Trustees Absent: Deborah Dumont

Via Videoconference:

Tony Stoupas, Trustee
Thomas Sturtevant, Executive Director
Michael Brooks, Austin & co.

Also present:

Stephen Trowbridge, Chief Operating Officer
Valarie Hunsinger, Director of Development and Marketing
Karl Cesar, Technology Manager (technical support)
Jim Best, Parent of a Hyde Alumnus

The meeting began at 6:00 PM, Mr. Fixler presiding.

1. Approve minutes from October 28th

With a quorum present, a motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the October 28, 2019 board meeting.

2. Finance Committee

Insurance Review- Austin & Co.

Mr. Brooks from Austin & Co. presented a Risk Management and Insurance briefing for the purpose of updating the Board on current trends and our various policies. Mr. Trowbridge recommended the school increase its insurance coverage for Umbrella coverage (to \$25,000,000) and Directors & Officers (to \$25,000,000). With a quorum present, a motion was made, seconded, and unanimously approved by the Trustees present.

3. Executive Director's Report

Mr. Sturtevant presented his annual goals, which are aligned to SUNY goals and additional research backed college completion indicators which include reading on grade level by 4th grade, passing the Algebra 1 Regents in 8th grade, and completion of two or more college courses in high school. Mr. Sturtevant also noted the focus on growth in addition to proficiency scores. Mr. Sturtevant also noted the separate goals of elementary and middle school. Ms. Singer inquired about the specific funding for institutional advancement goals. Mr. Best shared ideas around engaging families.

Mr. Sturtevant recognized Ms. Wise in the middle school and her ability to connect students to resources, including the newly created pantry located in 730 Bryant Avenue, which provides food primarily for families of Bronx Academy of Multi-Media but has also opened to other families in the building.

4. Nominating Committee

The nominating committee will lead a discussion at the December 16th board meeting.

5. Finance Committee

October Financial Results

Mr. Trowbridge provided a financial review of October. Mr. Trowbridge noted that the school's October revenue was \$1,667,000 and was unfavorable by approximately \$41,000, and October expenses were \$1,732,000 and were unfavorable by approximately \$67,000. Mr. Trowbridge noted that the school's year-to-date revenue was \$6,470,000 and was unfavorable by \$59,000, and year-to-date expenses were \$6,846,000 and were unfavorable by approximately \$19,000.

6. Development Committee

Ms. Hunsinger gave thanks to the board. Ms. Hunsinger reviewed the FY 2020 Fundraising Goal and provided an update on current donations, noting that 15% of our goal has been raised. Ms. Hunsinger highlighted upcoming events including Giving Tuesday, the Annual Appeal, and the breakfast on December 11th.

7. Marketing, PR, Advertising Committee

No report.

8. Education Committee

No report.

9. Human Resource Committee

Mr. Sturtevant noted that salary offer letters would be mailed out in December before the winter break.

10. Facilities Committee

Mr. Trowbridge noted that Chancellor Richard A. Carranza visited Bronx Academy of Multi-Media and noted that Principal Vazquez invited him to participate in the visit.

11. Facilities Committee

No report.

12.. Any other business

Ms. Jarmul has offered her home for the board retreat on January 25th. Mr. Fixler noted that Ms. Gauld will be a facilitator.

Ms. Singer inquired about any litigation and Mr. Stoupas requested notifications of any litigation. Mr. Trowbridge discussed the few claims that have arisen over the past few years. Mr. Sturtevant noted that he reports to the Board Chair as necessary regarding claims as they arise.

13. Public Comments

jjNo report.

14. Adjournment

There being no further business, the meeting was adjourned at 7:56 pm.

Minutes prepared by Stephen Trowbridge and Valarie Hunsinger