

Minutes from a Regular Meeting of the
Board of Trustees of WHIN Music
Community Charter School

WHIN Music Community Charter School
Board of Trustees Meeting
Tuesday, August 20, 2019
6:00 PM – 7:00 PM
Full External Board Meeting

LOCATION:

WHIN Music Community Charter School
401 West 164th Street
New York, New York 10032

A meeting of the Board of Trustees (the “Board”) of the WHIN Music Community Charter School (“WHIN Charter School”) was held on Tuesday, August 20, 2019 at 401 West 164th Street, New York, New York 10032.

The following Board members were present:

- Gregory David
- Robert Green
- Kenneth Grover
- Arnold Adlin
- Ivonne Norman
- Cynthia Ivanik

The following Management members were present:

- Charlie Ortiz
- Annie Huynh

1. Call to Order:

Mr. David called the meeting to order at approximately 6:00 p.m.

2. Ratify Board Meeting Minutes from the July 16, 2019 Meeting (Resolution 1):

Mr. Adlin introduced a motion, seconded by Mrs. Ivanik to ratify the July 16, 2019 Board Meeting Minutes. *Upon motion duly made and seconded, the July 16, 2019 Board Meeting Minutes were unanimously approved by all of the Board members present.*

3. Facilities:

Mr. Adlin updated the Board on the status of the school facilities project. The project is now on Phase II. The preparation of the BSA submission is ongoing. Mr. Adlin gave a status on the Lease negotiations and the funding implications.

Mr. David informed the Board of a recent grant and upcoming meeting with a major donor related to real estate funding.

4. Management Reports:

Mr. Grover briefly summarized the discussions of the Program Committee. The Committee will set a regular schedule for the coming school year. Special presentations will be made to the Board by school personnel (starting in October) with a Special Education presentation.

Mr. Ortiz updated the Board on the current hiring status and enrollment status. Active efforts to recruit new students are underway. All data reporting for the past school year was timely made to NYSED. Ms. Huynh summarized the professional development for new staff members.

Mr. Green presented the financial reports as discussed at the Finance Committee meeting. The Board also discussed additional anticipated expenses as well as long term and short term funding options.

Mr. Green introduced a motion, seconded by Ms. Norman to approve the further spending amount for Phase II of the project. *Upon motion duly made and seconded, the further spending amount for Phase II of the project was unanimously approved by all of the Board members present.*

Mr. Ortiz informed the Board that the Presto grant matching for last year was met. A new Award Letter has been received confirming the next grant to be received over the next 3 years.

5. Board Development:

The Board agreed to hold off on the Board retreat, instead, the members agreed to begin Workshops to be held monthly, on the first Tuesday of the month, starting in October. The upcoming workshops will be held on October 1st, November 5th and December 3rd from 6:00 – 7:00 pm via videoconference. Ms. Norman will conduct October 1st and Mr. Grover November 5th. Topics to be decided.

The Board briefly discussed the re-appointment of Board Officers and Committee structure.

Ms. Ivanik introduced a motion, seconded by Mr. Grover to re-appoint the Officers. Mr. David (Chair); Mr. Green (Treasurer); Ms. Norman (Secretary). The Committees are structured as follows:

Executive Committee: Mr. David, Mr. Green, Ms. Norman, Mr. Grover, Mr. Adlin

Program Committee: Mr. Grover, Ms. Ivanik, Mr. David

Finance Committee: Mr. Green, Mr. Grover, Ms. Norman

Approved

The Board discussed potential subcommittees for Fundraising and Governance. Discussions to be continued.

6. Executive Session:

A motion was made by Mr. Grover, seconded by Mr. Green, to enter into Executive Session to discuss personnel matters. The Executive Session began at 7:15 p.m. and concluded at 7:34 p.m.

There being no further business for discussion, upon motion duly made and seconded, the meeting was adjourned at approximately 7:35 p.m.