

MEETING MINUTES

Board: SECA Governing Board
Board Meeting: SECA Governing Board
School(s): Savannah Exploratory Charter Academy

The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
1/12/21	5:32pm	6:47pm	2/9/21	5:30pm	Lyn Carden
Meeting Location:					
33 Bull Street					

Attended by:	
Jason Gallegos (via teleconference) Patrick Connell Julie Diebolt (via teleconference) Kevin Jackson, Jr (via teleconference) Dr. Juliann McBrayer (via teleconference) Jeff Froehle	Roger Moss Chris Tuttle(via teleconference) Steve Denton(via teleconference) Danny Brewington Gregg Stevens(via teleconference) Allison Nealy(via teleconference) Shaun Kerr(via teleconference) Ashley Carey(via teleconference) Tom Jones (via teleconference)
Highlights:	

CALL TO ORDER – 5:32pm

I. Consent Agenda Items – Mr. Froehle made a motion to accept the consent agenda, Ms. Diebolt 2nd, unanimous

- Approval of Agenda
- Approval of Minutes

II. School Related Reports

- Updates from the Chief Operations Officer – Mr. Moss presented.
 - Spoke with ED from Amana provided report.
 - Discussed adding EL curriculum from ELA
 - They would like to present at the next board meeting.
 - Update from SCSC
 - Mr. Moss recommended that the board rehearse the CDFI calls
- Update from Consultants – Mr. Brewington presented
 - Continue to go through pre-opening
 - Finance team has been meeting
 - Facilities team has been meeting
 - Reviewed needs as a part of pre-opening

III. Committee Updates

- Finance Committee – Mr. Gallegos presented
 - i. Updated Reports, Payables, and Cash-on-Hand –
 - ii. Mr. Froehle created the cash flow statement, it was provided to the board.
 - iii. Line of Credit / CSP Funding – Mr. Gallegos is going to request that the bank write the memo pending the approval of the state application grant. Mr. Gallegos requested a motion a go to Queensborough to request a line of credit for 250K secured by the implementation grant to be finalized on when GaDOE approves the implementation grant. Mr. Connell made the motion, Mr. Froehle 2nd, unanimous
 - iv. Facility Finance Options – Mr. Connell reported on his discussion with Mr. Spiva regarding financial options. Mr. Gallegos recommended we work with the CDFI's to secure a loan for short term and then look at opportunities with larger, more traditional lending options in the future.
 - v. The board discussed lease vs. purchase option agree they would prefer a purchase, but we need a 280k down payment.
- Human Resources
 - i. CAO Update and Options – Ms. Diebolt presented
 1. Ms. Diebolt requested the board go into executive session regarding their candidate interviews. Mr. Connell made the motion to enter into executive session to discuss personnel, Mr. Froehle 2nd unanimous at 5:50pm
 - ii. Motion to return from Executive Session made by Mr. Connell, 2nd by Mr. Froehle, unanimous at 6:16pm.
 - iii. Ms. Diebolt made a motion that the Executive Committee of the board begin negotiation regarding salary and if an agreement can be reached offer Dr. Chris Tuttle the position of SECA CAO. Mr. Connell 2nd, unanimous.
 - iv. State Health Benefits Update – Mr. Brewington provided update.
- Facilities
 - i. Finalized Property Lease/Purchase Agreement-
 - ii. Mr. Connell reviewed the timeline for lease execution and walked the board through the issue that caused the delays. Mr. Connell notified the board that the final negotiations and execution of the lease would be complete by the end of January 14, 2021.
 - iii. Modular lease/purchase options – Mr. Brewington reported.
 1. He discussed the credit application and time line.
 2. The board discussed the options of lease vs. purchase.
 3. Mr. Connell made a motion to that Mr. Gallegos work with the consultants to negotiate and finalize a credit application for the best terms with Mobile Modular lease or purchase. Ms. Diebolt 2nd Mr. Gallegos abstained, the remainder of board members present voted in favor.
 - iv. Parking Lot contract – Tabled until the property lease could be finalized.
 - v. Credit Application – Discussed earlier
 - vi. GC/Facility Team Update – Ashley and Steve presented. The information has been sent. Steve is going to follow up with Matt.
 - vii. Updated Project Timeline – Mr. Denton presented
 1. He reported that he was working on a more formal timeline to present. They are in process working on construction docs for the modulares to get submitted to the city with the hopes of having that turned around in 4-6 weeks. At that time they will be ready to move forward.
 2. They are working with Mobile Modular to determine their timeline.
 3. They are working with the General Contractor on timeline and infrastructure.
 - viii. Digital infrastructure - Table

IV. Old Business

- Property financing – Discussed earlier
- Fundraising – Discussed earlier
- Property purchase/lease – Discussed earlier
- Marketing – The board finalized their logo choice.
 - The board approved work for a Spanish language translation for collateral material.
 - Staff recruitment – They discussed the teacher hiring season
- Pre-opening Check List – The board discussed that they were moving along outside of the things were discussed in the meeting.
- Training & Strategic Planning – The board discussed the need to set a date, as soon as we can get through facility, on boarding of leadership and we have a training/strategic planning session – they agreed February or March as the latest. During that training they will also discuss the transition from founding board to governing board.

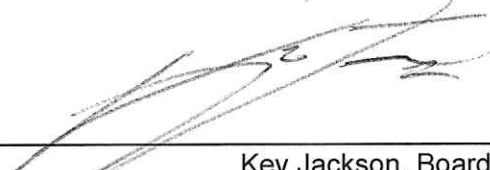
V. New Business

- Financial Policy, Process & Procedures – short term & long term
 - i. Short-Term Process for Payables/Receivables – Mr. Froehle recommend the board continue the way it is currently being done until they reach a little closer to opening.
 - ii. The board requested Mr. Froehle work with the consultants on a financial policy and bring recommendations to the February board meeting.

VI. Public Comment – No public comment

VII. Next Meeting Date February 9, 2021 5:30pm

ADJOURNMENT – Mr. Connell made a motion to adjourn, Mr. Gallegos 2nd, unanimous at 6:47pm



Kev Jackson, Board Chair
Date: 2/9/21