

Wilmington School of the Arts  
Meeting of the Board of Directors  
1911 Perry Avenue  
Wilmington, NC 27401  
October 21st, 2018  
6:00 p.m.

Meeting called to order at 6:05 p.m.

In attendance: Barry Rice (BR) John Westberg (JW) Elizabeth Naegele (EN) Emily Orr (EO) Tom Martyn (TM) Lily Nelson (LN).

Absent with notice: Joshua Bailey (JB), Danielle Gagnon (DG).

Meeting minutes on hold until next meeting. Draft will be provided next week.

Financial Update (TM)- We got another \$50 donation.

RTO materials - first set of documents that were completed are up for approval today.

- Calendar - has one typo that need to be corrected. EO will fix. Pending change, JW motions, TM seconds. Approved unanimously.
- Bylaws - were voted on and approved prior to the application process.
- Evaluation Tools For Lead Administrator - motion by TM and seconded by EN. Approved unanimously.
- Employee Agreement Policy - EO raises concern that this and other remaining documents are have not been rewritten. These were samples provided by another school and they are examples only. We must rewrite in our own language. Remaining documents are assigned to other board members to revise. Employee Agreement Policy not moved for approval.

Approval of other documents is on hold until they can be rewritten.

Marketing. We need updated materials to distribute. Trunk or Treat at Sunset Park Baptist Church has been cancelled, due to damage to the building during Hurricane Florence, but there are many possible opportunities for interest meetings between now and the end of the year. JW would like a flyer. EN offers to make one.

There was some discussion last week about having the "interest" form be available now to get an idea of who may enroll. Discussion about using the word "enroll" on the form.

Discussion of survey and Impact Media. TM asks whether or not we are getting anything from Impact Media at this point. Discussion about using our own survey tool and linking to the website. EO will locate original survey that was submitted to Impact Media and link to website. BR will take care of updating handbill to reflect. LN will present the handbills and will distribute paper version of the interest form at upcoming event(s) at Thalian Hall.

Director of Operations. BR initiates discussion about starting the Director of Operations position now. This will take some weight off of the board. JW recommends EO for the position. EO is interested in the

position and is willing to defer payment until funding comes in. EO would like further discussion about some of the items listed in the job description and wants to be clear that were she to be offered the position, it would need to be fulfilled remotely. TM states that we need to know how much the position will pay, since we weren't planning to start the position until the middle of 2019. No action is taken.

TM makes a motion to adjourn the meeting. JW seconds. Motion passes.

Meeting adjourned at 7:24 p.m.

Next meeting is scheduled for Sunday, October 28th at 6:00 p.m.