

Wilmington School of the Arts
Meeting of the Board of Directors
1911 Perry Avenue
Wilmington, NC 27401
November 18th, 2018
6:00 p.m.

Meeting called to order at 6:04 p.m.

In attendance: Barry Rice (BR) John Westberg (JW) Joshua Bailey (JB) Emily Orr (EO) Tom Martyn (TM).

Absent: Lily Nelson (LN) Elizabeth Naegele (EN).

Approval of Previous Minutes - JW makes a motion to approve minutes, JB seconds. Motion passes unanimously.

Financial Update - (TM). \$70 bill was paid to Impact Media and \$250 to attorney for retainer fee.

RTO materials - new set of documents that were completed are up for approval today. EN has coordinated this project and leads discussion.

- Current Board Member List and Contact Information - JW moves to accept the policy, EO seconds. Motion passes unanimously.
- Lottery Application - TM makes a makes a motion to accept the policy, JW seconds. Motion passes unanimously.
- Records Retention - TM makes a makes a motion to accept the policy. JB seconds. Motion passes unanimously.
- Third Party Agreements - Discussion of difference between contract and an agreement. Is PTO considered a 3rd party contract, or is that an agreement? JW will research. Tabled until next week, so that further research can be done.
- Third Party Contracts - JW makes a makes a motion to accept the policy. JB seconds. Motion passes unanimously.
- Access to Funding - JW makes a makes a motion to accept the policy. EO seconds. Motion passes unanimously.
- Federal Funds - JW moves to approve, JB seconds. Motion passes unanimously.
- Staff Handbook - changes to non-discrimination policy to reflect bylaws, start and end times of school day entered, language removed about student loan debt. TM moves to approve, JB seconds. Motion passes unanimously.

Old Business - BR pointed out that there are conflicting dates in the Bylaws, ARTICLE IV SECTION 3 & ARTICLE V, SECTION 3. Both places need to state that the annual meeting takes place in

June of each year. TM moves to approve a change to correct the change, JW seconds. A notice will go out about the change to be made at the next meeting.

New Business -

Establishment of Standing Board Committees – BR proposes the following, with * indicating the chair of each committee:

Finance – JB, JW, TM*

Governance – JB, EN*, LN

Personnel – EO, JB, JW*

EO asks why some board members are on 3 committees and others on no committees. New committees proposed are as follows:

Finance – EO, JW, TM*

Governance – BR, EN*, LN

Personnel – EO, JB, JW*

Interview on December 11th - carpool and meet by lunchtime. Each person will be assigned a section

Other Ongoing Items -

JW meeting with Sunset Park has been postponed

LN and JW are going to Boys' and Girls' Club and various preschools

JB and EN met with Tony Rivenbark to discuss the members of the Advisory Board

Looking forward to January, we will need to act soon on employment contracts and new board members.

TM moves that we adjourn the meeting. JB seconds. Meeting adjourned at 7:27 p.m.

Next meeting is scheduled for Sunday, November 25th, at at 6:00 p.m.