

Wilmington School of the Arts  
Meeting Minutes of the Board of Directors

1911 Perry Ave

October 13th, 2019

6:30 p.m.

[meet.google.com/emo-vwzw-iso](https://meet.google.com/emo-vwzw-iso)

Join by phone: +1 252-631-6160 PIN: 695 043 529#

I. Call to Order- Elizabeth Naegele called the meeting to order at 6:05

Those present were Elizabeth Naegele, Barry Rice, John Westberg, Jordan Wolfe, Josh Bailey, Lily Nelson, Tom Martyn

II. Reading of the Mission Statement - *“Wilmington School of the Arts will inspire students to pursue excellence in academics and the arts by awakening and nurturing the creative spirit within each and every child.”* Read by Barry Rice

III. Approval of Previous Meeting Minutes - BR moves to approve, JW seconds. Board approves 7-0

IV. Financial Report- TM reports first quarter is complete, \$950.00 in bank but owe \$5700 in bills that will be reimbursed by ACCESS Grant (to Sage Island, Chynna’s hours, Cumulus Media, Port City Pride Festival, Go Daddy, Weebly (John Kury was charged \$48 and needs to be reimbursed))

V. Executive Directors Report

- **Facility** - awaiting proposal from School House Development on the 10th and 30th St. sites (we need to commit to them or try someone else?). I will then present to the Deputy City Manager, Thom Moton for advice and guidance. I Will meet with Rob Zapple and the Director of Development for NHC for a final walk through and recommendation on the Church Property (C.O.) Set up task force for facilities committee.
- We have reached out to Clark Hipp local architect to look over the SPBC and help investigate other options
- We need to think about the old GLOW space on College Rd. as a fallback position.
- **Marketing**
  1. Positive Impact - Ray Kennedy - Party, Sunday night at 8:00, Ray’s home to introduce the Board to potential supporters
  2. Volunteer sign up nights
  3. Sage Island (website construction)
  4. Cumulus Media - draft commercials
  5. Complete sign-ups for Events, plan and prepare
  6. Discuss with the Development Committee our next steps
- **Operations** - The shifting of responsibilities and **accountability** to the Operations Committee and eventually the school so that the Board becomes a Governing Board
  1. Website
  2. Contract for Act/HR

3. Email
4. Timeline - enrollment period/data base, lottery, intake, final enrollment
5. Background Checks for employees and volunteers
6. Finance system set up
7. Recruitment of students and staff
8. Chain of command
- **Board**
  1. Training-Leaders...-possible option, we need some, part of ACCESS grant, CSP also offers these services
  2. Need to start having weekly board meetings-next Oct. 21
  3. Make sure the procedure for our weighted lottery is in place
  4. Procedure for Board background checks for prospective Board member
  5. Finalize logo, crest etc.
  6. Review By laws
  7. Policy manual developed and updated
  8. Reorganization of committees
  9. RTO/ACCESS Grant timeline and responsibilities

## VI. Old Business

- a. ACCESS Grant Update

## VII. New Business

- a. RTO Report on 9/25/19 Meeting
- b. RTO December Assignments
- c. Next Meeting - 10/30/19
- d. Amendment to the bylaws (See below Action Items.)
- e. Contract Approvals (See below Action Items.)
- f. Board Member Interviews
  1. [Jordan Wolfe](#)- lots of teaching experience with this population, works now at Jacksonville Coastal Carolina Community College, teaching theatre to underserved groups, moving to Wilmington soon. WSA mission speaks to him. Music & theatre degree. Feels like he is very able to help right now. Why WSA? Giving students every opportunity to succeed with taking things away from them. Constructivist educator and giving students something different than write, repeat, write etc...
  2. [Nicole Felice](#)- K-12 experience, lots of different hats, worked at McGraw Hill in United Emirates, bring well rounded communication and marketing. Would like to be on board because nothing like this in Wilmington, not sure where needs are but strengths in communication and outreach. Happy to serve where needed as board evolves. Available to give time to working board. Connected purpose-for the kids!
  3. [Kevin Green](#)- native of Bolivia, NC works with DREAMS, Creekwood, Northside and lots of dance and theatre. Interested in bringing the gap and bringing more diversity to focus on our underserved neighborhoods, would like equal representation. Knows lots of kids and families and would be willing to

help canvassing target neighborhoods. Was excited that WSA will be placed on Northside to give equal opportunity.

### VIII. Committee Reports

- a. Governance
- b. Financial
- c. Personnel
- d. Community Outreach
- e. Development

### IX. Closed Session (if needed) Pursuant to GS 143-318.11(a)(1)

- Board moves to enter closed session at 7:19pm to discuss personnel and a legal matter.
- Board moves to leave closed session and return to open session at 7:38pm.

### X. Action items:

- TM moves to accept Nicole, Jordan and Kevin as new board members, JW seconds. Board approves 7-0
- JW moves to accept Ray Kennedy Marketing contract, BR seconds. Board approves 7-0
- TM has offered to lend WSA money until ACCESS grant money is released. TM was not present during Board discussion this item. TM returned to the Board meeting. JW moves to accept contract, LN seconds. Board approves 6-0. TM did not participate due to conflict of interest.
- BR proposes to amend bylaws. This corrects an error in the original Bylaws, Article V, Section 3, which had the annual meeting date in August. Article IV, Section 3 has our annual meeting in June of each year. Motion by BR to amend our Bylaws, Article 5, Section 3 to have our annual meeting date in June of each year. Motion passed 7-0

TM moves to adjourn, BR seconds. Board approves 7-0

Next meeting scheduled for November 10th @ 6:30pm.

Meeting adjourned at \_\_7:56pm\_\_\_\_\_.

The board will pay TM interest on his loan to the board.