



Board Meeting Minutes
January 26, 2011
4:00pm

In Attendance: Larry Kullman, Jerome Jupiter, Greg St. Etienne, Brian Egana, Alison Hartman, Dana Peterson, Cathy Pierson

Staff Present: Jay Altman, Brett Hunt, Adrian Morgan, Rebekah Cain

Absent: Charleen Blache, Darleene Peters, Stephen Rosenthal

- 1) Meeting was called to order by Dana Peterson at 4:06pm
- 2) Dana Peterson motioned to approve the minutes for the December 15, 2010 meeting. Greg St. Etienne seconded. The motion passed unanimously.
- 3) Finance Committee Report
 - a. Adrian Morgan, COO, presented the monthly financial review
 - b. An emergency Finance Committee meeting was held in December to authorize the approval of a bridge loan due to cash flow issues due to delayed state MFP reconciliation arising from increased enrollment and associated federal reimbursements that would normally be reconciled in December but had been pushed by the state until January. At this time the board president authorized the organization to enter into a short term zero interest loan due on June 30, 2011, in the amount of \$525,000. The loan note was executed by the board secretary and notarized.
 - c. In January, the finance staff was informed by the state that MFP reconciliation payments would be further delayed until March. This created an additional cash flow constraint requiring the need to pursue a second cash flow bridge loan in the amount of \$500,000 from the same foundation. This loan is also at zero interest and to be payable on June 30, 2011. The two loans combined result in a total outstanding debt obligation of \$1.025 million (\$1,025,000) at no interest for FirstLine Schools to the private foundation.
 - d. Larry Kullman introduced a resolution to ratify the previous action and to move forward to enter into the second agreement loan agreement. Cathy Pierson seconded. The motion passed unanimously.
 - e. Cathy Pierson introduced a motion to authorize FirstLine to enter into discussion to open a line of credit for up to one million dollars in case of similar cash flow pressures in the future. Larry Kullman seconded. The motion passed unanimously.
 - f. Adrian Morgan, COO, discussed the audit report for the audit of the 2010 fiscal year ending June 30, 2010. The board discussed the findings and specific plans to remedy these findings.

- 4) Facilities Committee Report
 - a. Brian Egana presented the Facilities Committee Report, including a list of Facilities Priorities.

- 5) Governance Committee Report
 - a. Larry Kullman presented the Governance Committee Report.
 - b. Larry suggested extending the board meetings to two hours, starting at 4pm and running until 6pm. The issue will be brought up at the NOLA180 board meeting to ensure they can start their meetings at 6pm.
 - c. Motion introduced by Cathy Pierson to eliminate the December meeting, therefore holding 10 board meetings a year (no meetings in December or July). The motion was seconded by Greg St. Etienne. The motion passed unanimously.

- 6) Advocacy Committee Report
 - (1) Jerome Jupiter presented the Advocacy Committee Report.

- 7) Other business
 - (a) Schools Update presented by Jay Altman
 - (i) Quarterly data dashboard was reviewed
 - (ii) Green's charter renewed for three more years, the most that it was eligible for with its current SPS score
 - (b) School Development
 - (i) High School update was given by Dana Peterson.
 - (ii) Noble Street MOU – Brian Egana moved for approval, Alison Hartman seconded the motion. The motion passed unanimously.
 - (c) *High Bar: BoardOnTrack: moved to the next board meeting due to lack of time*
 - (d) Performance Bonuses for School Directors. Jay requested a bonus for Ava Lee (School Director for Green) and Aqua Stovall (School Director for Ashe), of \$7,000 each, for the fiscal year ending June 30, 2010. Jerome moved to approve both bonuses, Cathy seconded the motion. The motion passed unanimously.
 - (e) Jay presented an update on the Blended Learning Project, which is now funded through January 2012 with private grants.
 - (f) *System governance discussion briefing: moved to next meeting due to lack of time*

- 8) Dana Peterson motioned to adjourn the meeting at 5:45pm. Larry Kullman seconded. The motion passed unanimously.