

The Emereau Foundation  
d/b/a Emereau: Bladen  
995 Airport Road, Elizabethtown, North Carolina 28337  
Virtual Meeting of the Board of Directors  
Tuesday, February 16, 2021  
5:00 p.m.

Minutes

The Emereau: Bladen Board of Directors met on Tuesday, February 16, 2021 at 5:00 p.m.

- Board Members Participating: Eddie Madden, Chair; Phil Byrd, Treasurer; Maurice Williams, Secretary; Ashley Dowless and Dean Hilton.
- Board Member Participating Virtual: Sandra Lewis
- Administrative Staff Present: Elizabeth Cole, Executive Director; Polly Hancock, Dean of Academic Initiatives; and Wanda Everette, Administrative Associate. David Wall, Board Attorney; Jennifer Laney, Prestige School Solutions; Julie Sasser, Coach/Athletic Director; Brittney Hester, Exploration Teacher; Amanda Garner, 2<sup>nd</sup> grade teacher.
- Pledge of Allegiance: Attorney David Wall led everyone in reciting the Pledge of Allegiance.
- Mission Statement: Mrs. Cole read the Mission Statement.
- Conflict of Interest Statement: Mr. Madden read the Conflict of Interest Statement. There were no conflicts of interest noted.
- Minutes: Mr. Madden presented the January 19, 2021 minutes for approval. Mr. Hilton motioned to approve the minutes presented. Mrs. Dowless seconded and the motion was unanimously approved.
- Public Comments: There were no public comments.
- Financial Report: Ms. Jennifer Laney with Prestige School Solutions gave a financial update and presented the January financial report. Mr. Byrd motioned to approve the financial report presented. Mr. Hilton seconded and the motion was unanimously approved.
- 990 Tax Return: Mr. Byrd presented the 990 Tax Return for 2019. Mr. Byrd then motioned to approve the 990 tax return be submitted electronically. Mr. Hilton seconded and the motion was unanimously approved.
- USDA Finance Update: Mr. Madden gave a brief update on the USDA financing. Mr. Madden then discussed with the board the direction in the event the USDA closing on the loan does not occur until late March,

what the impact of taking funds from fund balance would be to keep the project on track. It was the census of the Board to use the funds in the fund balance to pay up front if needed.

Nominating Committee  
Recommendations (Board  
Organization):

Mr. Madden informed everyone that the Nominating Committee met on February 2, 2021. The Nominating Committee recommended that Mr. Dennis Troy be appointed to the Board replacing Lisa DeVane through June 30, 2021. The Nominating Committee also recommended that Mrs. Sandra Lewis be appointed as Vice Chair through June 30, 2021. Mr. Hilton motioned to approve the recommendation of Mr. Troy to the Board and that Sandra Lewis be appointed as Vice Chair. Mr. Byrd seconded and the motion was unanimously approved.

Approval of Contract for Grant  
Writing Services:

Mrs. Cole presented a Grant Writing Contract with Acadia NorthStar for federal grant writing services that is up for renewal. Mr. Williams motioned to approve the Grant Writing Contract with Acadia NorthStar. Mrs. Dowless seconded and the motion was unanimously approved.

Delta Dental Contract Renewal:

Mrs. Cole presented the Delta Dental Insurance Contract for employees for renewal. Mr. Hilton motioned to approve the Delta Dental Contract. Mrs. Dowless seconded and the motion was unanimously approved.

Athletic Information Update:

Julie Sasser gave an updated on the Athletic program. The Apparel Fundraiser will run from Tuesday, February 16 through Friday, February 26<sup>th</sup>. Softball tryouts are Wednesday, February 17<sup>th</sup>.

Executive Director's Report:

Mrs. Cole reminded the Board that a Board Retreat will be held on campus, Sunday, March 7, at 1:00 p.m. On March 18, the Office of Charter Schools and the Department of Public Instruction will visit the Emereau campus at 12:15 p.m. for the Charter renewal process. Board participation is required. Board of Directors terms will be discussed at the retreat. The School Improvement Team is working on next school year's calendar. Surveys for student intent forms are being sent out to parents and due back by February 19<sup>th</sup>. Mrs. Cole gave a COVID update. Mrs. Cole then gave an enrollment update and a Lotterease update for the 2021-2022 school year.

Mr. Byrd informed the Board that he and Board Attorney David Wall had met with John Taylor with the Ameritas 401K Plan, about the liability/responsibility of a Trustee/Plan Administrator. Mr. Wall drafted a Memorandum of Understanding to hold anyone serving as Trustee/Plan Administrator for Ameritas 401K harmless for any liabilities. Mr. Hilton motioned to suspend the rule and

amend the agenda to add Memorandum of Understanding for the Trustee/Plan Administrator for the Ameritas 401K Plan. Mrs. Dowless seconded and the motion was unanimously approved. Mr. Hilton motioned to approve the Memorandum of Understanding drafted by Attorney Wall for the Ameritas 401K Plan. Mrs. Dowless seconded and the motion was unanimously approved.

Closed Session: Mr. Williams motioned to go into closed session at 6:15 p.m. Mr. Byrd seconded and the motion was unanimously approved.

Motion to Return to Open Session: Mrs. Dowless motioned to return to open session at 6:20 p.m. Mr. Hilton seconded and the motion was unanimously approved.

Personnel Recommendations: Mr. Hilton motioned to approve the personnel recommendations. Mrs. Dowless seconded and the motion was unanimously approved.

March Meeting: The Board Retreat will be held on Sunday, March 7<sup>th</sup> at 1:00 p.m. The next regular scheduled meeting will be held March 16, 2021 at 5:00 p.m.

Motion to Adjourn: Mr. Hilton motioned to adjourn. Mr. Williams seconded and the meeting adjourned at 6:35 p.m.

Respectfully submitted,

Maurice Williams, Secretary

Wanda Everette, Administrative Associate