

The Emereau Foundation  
d/b/a Emereau: Bladen  
Meeting of the Board of Directors  
Tuesday, March 8, 2022  
995 Airport Road, Elizabethtown, North Carolina 28337

Minutes

The Emereau Bladen Board of Directors met in regular session on Tuesday, March 8, 2022 at 5:30 p.m. Members present were: Ashley Dowless, Chair; Phil Byrd, Treasurer, Dennis Troy, Dan Allen, and Maurice Williams. Sandra Lewis, Vice Chair, Jennifer Whittington, and Board Attorney Whitley Ward attended virtually.

Also, participating virtually was Christy Nickolauson with Prestige School Solutions.

Administrative staff present were Elizabeth Cole, Executive Director, and Polly Hancock, Dean of Academics. Staff present was Amanda Garner, 3<sup>rd</sup> grade teacher.

Board Chair Ashley Dowless called the meeting to order at 5:30 p.m. Everyone joined in reciting the Pledge of Allegiance.

Mrs. Cole read the Mission Statement.

Mrs. Dowless read the Conflict of Interest Statement. There were no conflicts of interest noted.

Mrs. Dowless presented the minutes from the February 8, 2022 meeting and the minutes from the Strategic Planning retreat held on February 25, 2022 for approval. Mr. Allen motioned to approve the minutes presented. Mr. Williams seconded and the motion was unanimously approved.

Mrs. Dowless opened the floor for public comments. No comments were given.

Mrs. Christy Nickolauson presented the financial report for the month of February. Mrs. Nickolauson reviewed the balance sheet and the Profit and Loss statement for the month. Mr. Byrd asked for clarification about the timing differences between expenses and revenue. Mr. Troy asked if we were on budget? Mrs. Nickolauson said yes, the money is available, and she will be working next week to request federal funds to drop down. Mr. Byrd motioned to approve the financial report presented. Mr. Williams seconded and the motion was unanimously approved.

Mrs. Cole presented tentative dates for the 2022-2023 Board Meetings. Our charter says the board will meet the second Tuesday of the month. The February meeting will be changed to the third Tuesday, as the second Tuesday is Valentine's Day. The April meeting will also be held on the third Tuesday due to Spring Break. The April 18<sup>th</sup> meeting will be held at 6:00 pm instead of 5:30 pm. Mr. Troy motioned to approve the meeting dates as presented with the changes. Mr. Byrd seconded the motion and it was approved unanimously.

Mrs. Cole presented the Utica National Insurance Renewal proposal. There was a percentage increase. Mr. Byrd requested a breakdown of current policies with proposed rates for the next year. There was discussion about whether or not Utica had the property insurance or if they could provide a quote. Mrs. Cole will request more specifics concerning the Utica Insurance. Mr.

Byrd motioned to table the Utica National Insurance Renewal until we get more details. Mr. Allen seconded the motion and it was unanimously approved. Mrs. Whittington left the meeting at 6:18 pm and did not vote on this motion.

Mrs. Cole asked the board for their thoughts on allowing students to participate in longer field trips and in release time since the mask requirements and contact tracing for Covid has been lifted. Mr. Allen motioned to allow longer field trips and release time for Emereau students. Mr. Byrd seconded the motion and it was unanimously approved.

Mrs. Cole presented a revised 2022-2023 Calendar which included two more teacher workdays. This gives us two workdays before and two workdays after Winter Break. This was discussed during the Strategic Planning Retreat based on teacher input about needing more Professional Development. Mr. Byrd made a motion to approve the revised calendar. Mr. Troy seconded the motion and it was approved unanimously.

Mrs. Cole presented the hiring procedures that were discussed during the Strategic Planning retreat. Mr. Williams motioned to give Mrs. Cole the authority to hire and terminate employment of faculty and staff as needed. Mr. Allen seconded the motion and it was unanimously approved.

In the Executive Director's report, Mrs. Cole updated the Board on current Lottery numbers. She explained that current student intent forms have been sent home for the 2022-2023 school year. They are due back by March the 4<sup>th</sup>. Mrs. Cole also presented how our Yearbook staff is working on a video to promote our school. She will build her video presentation from what they do. She also discussed the Organizational Chart and said she is waiting on Employee Intent forms to be returned to help us structure the other administration roles that have been proposed for next year. A letter from Rebecca Barr was discussed for the audit. Her quote was more expensive than Pettway Mills and the Board in conjunction with Mrs. Cole is satisfied with Pettway Mills.

There was no business to be discussed in Closed Session.

Board Attorney Mrs. Ward said that our property insurance is covered by Lacy West.

Mr. Byrd explained that he had spoken with Dave Faunce and that he is willing to complete some Board Training. He proposed two dates, March 24 or April 2. There were conflicts with both of these dates. Mr. Byrd will check with him for more dates after April 2.

The April meeting will be held on Tuesday, April 5, 2022, at 5:30 p.m.

Mr. Williams motioned to adjourn the meeting at 6:54 p.m. Mr. Troy seconded, and the motion was unanimously approved.

Respectfully submitted,

Polly Hancock,  
Dean of Academic Initiatives