

Board of Directors

February 11, 2014
General Session Minutes

GENERAL BOARD MEETING

Date: February 11, 2014

Start Time: 6:00 PM
End Time: 6:43 PM

Location: Shore Educational Collaborative Board Room

ATTENDEES

<u>Board of Directors</u>	<u>Shore Educational Collaborative</u>
Mr. Klauder, Chelsea	Ms. Jacquelyn Clark, Executive Director
Mr. Ela, Everett	Mr. Robert Alconada, Assistant Executive Director
Mr. Silverman, Malden	
Ms. Ann Marie Cugno, Medford	
Ms. Wood-Pruitt, Revere	
Ms. Corinne Riley	
Ms. Maryalice Sharkey, Winthrop	
Mr. Howard Greenspan, Counsel	
Mr. Joseph Sacco, Treasurer	

AGENDA

The agenda for the meeting is as follows:

I.	<i>Call to Order</i>
	Meeting was called to order at 6:00 PM by Mr. Ela
	Roll call taken by Mr. Alconada.

II.	<i>Review and Approve January 14, 2014 minutes</i>
	Ms. Pruitt made the motion to accept the minutes from the meeting held January 14, 2014. Ms. Cugno seconded the motion. Vote was unanimous.

III.	<i>Treasurer's Report</i>
A	Monthly Report Mr. Sacco reviewed the financial reports with the Board of Directors and indicated that cash flow was positive in January, which has allowed Shore to increase the balance of its money market account. Mr. Alconada further pointed out several matters on the Balance Sheet and Income Statement noting the current financial position of the agency compared to the last several fiscal years.

	<p>B. Warrant Approval The warrants for January were presented and are as follows:</p> <p style="text-align: center;">WARRANTS <u>January 2014</u></p> <table border="1" data-bbox="362 414 1457 801"> <thead> <tr> <th>DATE</th> <th>WARRANT #</th> <th>TYPE</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>1/10/2014</td> <td>14-38</td> <td>Payroll</td> <td>\$149,512.96</td> </tr> <tr> <td>1/15/2014</td> <td>14-39</td> <td>Payroll</td> <td>\$119,692.78</td> </tr> <tr> <td>1/15/2014</td> <td>14-40</td> <td>Accounts Payable</td> <td>\$364,689.06</td> </tr> <tr> <td>1/24/2014</td> <td>14-41</td> <td>Payroll</td> <td>\$156,611.58</td> </tr> <tr> <td>1/30/2014</td> <td>14-42</td> <td>Payroll</td> <td>\$117,783.13</td> </tr> <tr> <td>1/30/2013</td> <td>14-43</td> <td>Accounts Payable</td> <td>\$348,001.83</td> </tr> </tbody> </table>	DATE	WARRANT #	TYPE	AMOUNT	1/10/2014	14-38	Payroll	\$149,512.96	1/15/2014	14-39	Payroll	\$119,692.78	1/15/2014	14-40	Accounts Payable	\$364,689.06	1/24/2014	14-41	Payroll	\$156,611.58	1/30/2014	14-42	Payroll	\$117,783.13	1/30/2013	14-43	Accounts Payable	\$348,001.83
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	<p>Ms. Cugno made the motion to accept the January warrants as presented, Ms. Pruitt seconded the motion. Vote was unanimous.</p>																												

IV. Executive Director Report	
A.	<p>Services Enrollment Ms. Clark reviewed the enrollments with the Board of Directors. She informed them that there were currently 171 students and 358 adults.</p>
B.	<p>Program Development & Space Needs Ms. Clark indicated that a Shore district had asked Shore to develop a program for general education students to begin with the start of the 2014-15 academic year. Not all of the details have been finalized, but Ms. Clark hoped to announce something publicly at the next board meeting.</p> <p>Ms. Clark then led the board in a general discussion on lack of space in the Chelsea location and the limited space available at the Woburn and Peabody adult locations. Ms. Clark informed the Board that she and Mr. Alconada had engaged a real estate broker and were looking at potential lease opportunity properties. She indicated that it was her expectation that the Board would be voting on a lease at a new building, most especially if the general education program and other adult services opportunities came to fruition in the spring.</p>

VII. Personnel	
C.	<p>Approve Hires and Terminations The Hires and Terminations report was presented. Ms. Cugno made the motion to accept the report as presented. Ms. Pruitt seconded the motion. Vote was unanimous.</p>

IX. Adjournment	
	<p>Mr. Klauder made the motion to adjourn the meeting. Ms. Sharkey seconded the motion. Vote was unanimous.</p> <p>Meeting adjourned at 6:43</p>