

Board of Directors

June 11, 2019
General Session Minutes

GENERAL BOARD MEETING

Date: June 11, 2019
Start Time: 6:05 PM
End Time: 7:00 PM
Location: Shore Educational Collaborative Board Room

ATTENDEES

<u>Board of Directors</u>	<u>Shore Educational Collaborative</u>
Mr. Wilson, Chelsea	Mr. Robert Alconada, Assistant Executive Director
Mr. Ela, Everett	Mr. Sacco, Treasurer
Mr. Ruseau, Medford	Ms. Barbara Galatis, Clerk
Ms. Rizzo, Revere	
Ms. Normand, Somerville	
Mr. Greenspan, Counsel	

AGENDA

The agenda for the meeting is as follows:

<i>I.</i>	<i>Call to Order</i>
	The meeting was called to order at 6:05 p.m. by Mr. Ela
	Roll call was taken by Ms. Galatis. There was a quorum present.

<i>II</i>	<i>Review and Approve the May 14, 2019 minutes</i>
	Ms. Rizzo made the motion to accept the minutes from the meeting held on May 14, 2019, Ms. Normand seconded the motion. The vote was unanimous.

<i>III</i>	<i>Finance and Operations</i>
A	Treasurer's Report Mr. Sacco reviewed the balance sheet and other financial documents with the Board. He informed the Board that Shore is finishing the year in a solid financial position.

	<p>B Warrant Approval Mr. Sacco presented the May warrants for the Board’s consideration.</p> <p>May 2019</p> <table border="1" data-bbox="362 306 1372 632"> <thead> <tr> <th>DATE</th> <th>WARRANT #</th> <th>TYPE</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>5/10/2019</td> <td>19-63</td> <td>Payroll</td> <td>\$159,570.04</td> </tr> <tr> <td>5/15/2019</td> <td>19-64</td> <td>Accounts Payable</td> <td>\$393,717.67</td> </tr> <tr> <td>5/15/2019</td> <td>19-65</td> <td>Payroll</td> <td>\$188,568.54</td> </tr> <tr> <td>5/24/2019</td> <td>19-66</td> <td>Payroll</td> <td>\$160,057.96</td> </tr> <tr> <td>5/30/19</td> <td>19-67</td> <td>Payroll</td> <td>\$184,426.97</td> </tr> <tr> <td>5/30/19</td> <td>19-68</td> <td>Accounts Payable</td> <td>\$397,871.01</td> </tr> </tbody> </table>	DATE	WARRANT #	TYPE	AMOUNT	5/10/2019	19-63	Payroll	\$159,570.04	5/15/2019	19-64	Accounts Payable	\$393,717.67	5/15/2019	19-65	Payroll	\$188,568.54	5/24/2019	19-66	Payroll	\$160,057.96	5/30/19	19-67	Payroll	\$184,426.97	5/30/19	19-68	Accounts Payable	\$397,871.01
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	<p>Mr. Capobianco made the motion to accept the May warrants as presented, Ms. Normand seconded the motion. The vote was unanimous.</p>																												
	<p>C FY 2020 Budget Presentation Mr. Alconada presented the Board with a final proposed FY20 budget.</p> <p>Mr. Alconada asked the Board to accept the FY 20 budget as presented. Ms. Rizzo made the motion to accept the FY20 budget as the final budget. Mr. Ruseau seconded the motion. The vote was unanimous.</p>																												
	<p>D Peabody Lease Extension Ms. Clark informed the Board that the property in Peabody has new owners. Ms. Clark reminded the Board that they had signed a letter of intent at the May meeting with the previous owner. After she and Mr. Alconada met with the new owners they seemed interested in having Shore continue leasing space and she is optimistic that an agreement will be reached for a long term lease extension.</p>																												

<p>IV. Executive Director Report & Discussion Items</p>	
	<p>A. Enrollment Ms. Clark informed the Board that Student Services is ending the year with 186 students after 4 students graduated. She also informed that Adult Services has 353 clients.</p> <p>Ms. Clark also recognized that longevity stipends will be given to 42% of all staff with 59 stipends going to staff with between 5-14 years, 53 stipends going to staff with between 15-25 years and 7 stipends given to staff for over 25 years.</p>
	<p>B Crescent Ave Project Ms. Clark updated the Board on the progress of Crescent Ave. She indicated that it took almost 3 months for a building permit which put us behind. Several other delays with initial plumbing requirements for the inspector has extended</p>

	the project timeline. Ms. Clark indicated that construction is now in full swing and the General Contractor has indicated a late September for occupancy.
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VI. Personnel	
A	<p>Executive Director's FY19 Salary</p> <p>Ms. Clark reminded the Board that during the October 2018 meeting she asked the Board to defer any salary increase for her until after the professional negotiations are final. She indicated the union continues in the mediation process and asked the Board to consider a 2 ½ % increase retroactive to July 2018.</p> <p>Mr. Ruseau made the motion to increase Ms. Clark's salary by 2 ½ percent retroactive to July 1, 2018. Ms. Normand seconded the motion.</p> <p>A roll call vote was taken:</p> <p>Chelsea Yes Everett Yes Medford Yes Revere Yes Somerville Yes Winthrop Yes</p> <p>The vote was unanimous.</p>
B	<p>Approve Hires and Terminations</p> <p>Ms. Clark presented the Hires and Terminations Report to the Board. Ms. Rizzo made the motion to accept the report as presented, Mr. Capobianco seconded the motion. The vote was unanimous.</p>

VII. New Business	
A	<p>OPEB Trust</p> <p>Mr. Alconada informed the Board that all paperwork has completed the 90 day waiting period. Mr. Alconada indicated that Shore is now able to make contributions to the account. Mr. Alconada indicated asked the Board to approve up to a \$250,000 contribution into the account for FY19 instead of \$100,000 as previously approved when the Board established the trust.</p> <p>Ms. Normand made the motion to allow up to a \$250,000 contribution to the OPEB Trust account by June 30, 2019. Ms. Rizzo seconded the motion.</p> <p>A roll call vote was taken:</p>

	<p>Chelsea Yes</p> <p>Everett Yes</p> <p>Medford Yes</p> <p>Revere Yes</p> <p>Somerville Yes</p> <p>Winthrop Yes</p> <p>The vote was unanimous.</p>
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VII.	<i>Adjournment</i>
	<p>Ms. Normand made the motion to adjourn the meeting, Ms. Rizzo seconded the motion. The vote was unanimous.</p> <p>Meeting adjourned at 7:00.</p>