



Minutes
Board of Directors of Friendship Academy of the Arts
December 18, 2023

Location: Virtual

Roll Call:

Board Members: Brenda Hill, Ananyasia Joseph, Janice Phillips, Lorna Pettis

Staff: Carr Kpanyor, Dr. Charvez Russell, Vernon Laird, Elaina Cates

Guests: Rose Chin, Creative Planning; Lia Grant, Charter Source

- I. Call to order – Meeting called to order at 6:13 pm by Ananyasia Joseph, Chair
- II. Agenda
Motion to approve agenda Janice Phillips; Second Lorna Pettis; approved unanimously
- III. Minutes for November 27, 2023 were reviewed.
Motion to approve minutes Brenda Hill; Second Lorna Pettis; approved unanimously
- IV. Financial Report
Financial reports for October 2023 and November 2023 were presented and reviewed by Rose Chin from Creative Planning.
Further discussion around new format of reports included clarification on the following: the cost of school lunches is reimbursed by the State, but reimbursement does not include labor costs; reports and supplemental information include cash receipts, journal entries, check register, and debit card transactions.
Motion to approve transactions for October and November Brenda Hill; Second Ananyasia Joseph; approved unanimously. (one sustain ?)
- V. Updates on Cruz Guzman Case – history, overview, and updates were shared by Dr. Charvez Russell
- VI. Authorizer – No new updates

VII. Executive Director's Report presented by Carr Kpanyor Jr., Interim Director

Additional Information for Executive Director's Report:

Signed contracts for individuals that were contracted last year are still needed for audit.

Restructuring to the leadership team and more teacher support have been put in place to help ensure academic goals are met.

VIII. Contracts – no contracts

IX. Board Committee Reports

- a. Marketing – report shared by Brenda Hill. Fundraising report shared by Dr. Charvez Russell.
- b. Financial – Financial reports for October and November were shared above.
- c. Governance – committee met on December 12th and are developing a workplan to review language around multiple streams of income and the new laws surrounding out-of-work time and sick time usage.

X. Miscellaneous

Reminder to complete annual board training.

XI. Adjournment of Board Meeting

Brenda Hill motioned to adjourn at 7:23pm; Lorna Pettis Seconded; approved unanimously.
Next Meeting is Monday, January 29, 2024 @ 6:00pm