

PEPIN ACADEMIES



BOARD OF DIRECTORS MEETING

Pepin Distributing Company
4121 N. 50th Street
Tampa, FL 33610

FEBRUARY 27, 2017

MINUTES

CALL TO ORDER: 5:33 P.M.

Board Members In Attendance:

Jeff Skowronek - Present
Scott Strepina - Absent
Brigitte Shaw – Present
Colleen O’Brien - Present
Kelsey Lehtomaa – Present
Chris Denome – Present
Melissa Ortiz – Present
Sera Caceres – Present
Eric Deraspe- Present

Discussion:

1.) Public Comment

- **Middle School Presentation**
- Place “dress code modification” as an action item for March Board Meeting.

Discussion & Action:

2.) Agenda Accepted

- Bridgette Moved to approve the February Agenda.
- 2nd –Kelsey Lehtomaa
- All in Favor—No opposed

Discussion:	<p>3.) Community Relations Report</p> <p>Daviera:</p> <ul style="list-style-type: none"> • Daviera had a meeting with the administrators and Celeste Kellar about the website. The website needs a lot of work and is working to create a solid plan to restructure it to make it more user friendly. Daviera is speaking to the current company who maintains the website because there will be a cost involved. • It might have to go to bid if it's over a certain amount. • Blues and BBQ- The date for Blues and BBQ is April 22nd. Daviera will come to next meeting with more information. • Daviera will be scheduling a meeting with administration to look at all of the events and take a critical look to see what's worth to keep and what others to retire. They will be brainstorming new opportunities.
Discussion:	<p>4.) Finance Report</p> <p>Topics Discussed</p> <ul style="list-style-type: none"> • Charles Burke went over budget report. • Projecting approximately \$10.9 million in Operating Revenues and 19.5 million in expenses which does include Facility Acquisition Costs (Riverview) of 8.5 million. • We have 55 Days of cash flow. Projecting that number to go up. • Reached out to landlord in Lake Charles to look for someone to sublease that building. About \$13,000 a month.
Discussion:	<p>5.) Fundraising Report</p> <p>Holly:</p> <ul style="list-style-type: none"> • Holly is pleased to share that Tom Pepin and the Pepin Family Foundation decided to provide a gift of \$10,000 to both campuses to support the therapies that Pepin provides. There will be a check presentation on March 10th. • The chosen the date for the Gala is November 2. Holly announced that Guy and Debbie King will be the event chairs.
Discussion:	<p>6.) Executive Director's Report</p> <p>Craig:</p> <ul style="list-style-type: none"> • Fire drills were performed at both campuses today. • The current numbers for the Hillsborough Campus (Grades 3-12) 456 students; Riverview Campus (Grades 3-10) 258 students; Transition Students: 45 Total: 759

	<ul style="list-style-type: none"> • It has been busy on both campuses with many events for the students. • Craig attended the Senate Appropriations Committee and provided testimony for Capital Outlay on February 8th. • Upcoming events: Testing, Talent shows, Middle School Dance (RV), PBS Pep Rally (RV) March 10th.
Discussion & Action:	7.) Approval of January Minutes <ul style="list-style-type: none"> • Chris Denome moved to approve the January Minutes. • 2nd- Melissa Ortiz • All in Favor—No Opposed.
Discussion	8.) Finance Committee <ul style="list-style-type: none"> • Bridgette, Eric, Scott, Jeff have volunteered to join the Finance committee and will meet before the next board meeting if possible. They will try to meet three times a year. • One of the discussions for the first meeting will be drafting a Fiscal Year 17-18 budget. • Charlie would be able to give a thorough presentation of the numbers in these meetings.
Discussion:	9.) Bylaws <ul style="list-style-type: none"> • The bylaws have been thoroughly reviewed by Colleen. • Other Charter schools have 10 page bylaws, we have 20 pages. • Colleen suggested having a separate bylaw meeting to discuss how to proceed. • Chris, Colleen, and Jeff volunteered to be on this subcommittee.
Discussion & Action:	10.) Other Business <ul style="list-style-type: none"> • No other business.
Discussion	11.) Executive Closed Session to Discuss Student Issue <ul style="list-style-type: none"> • Jeff moved to an Executive Closed Session.
	12.) Adjournment
	<p style="text-align: center;">ADJOURNMENT: 6:50 P.M. Jeff moved to adjourn</p>

	<p>The Next Meeting of Pepin Academies Governing Board will be at 5:30 p.m. on</p>
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March 27, 2017

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