

PEPIN ACADEMIES



BOARD OF DIRECTORS MEETING

Pepin Academies – Riverview Campus
9304 Camden Field Parkway
Riverview, FL 33578

APRIL 24, 2017

MINUTES

CALL TO ORDER: 5:35 P.M.

Board Members In Attendance:

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

Discussion:	1.) Public Comment <ul style="list-style-type: none">• No Public Comment
Discussion & Action:	2.) Approval of Agenda <ul style="list-style-type: none">• Colleen O’Brien moved to approve agenda• 2nd – Melissa Ortiz
Discussion:	3.) Community Relations Report

	<p>Daviera:</p> <ul style="list-style-type: none"> • This past weekend, Blues and BBQ. Carnival games were donated to us. • 16th May - Blood Drive between all three campuses. One Blood Fundraiser gives \$5 to the school per donation. T-Pepin to sign up. 7:30-12:30 • Secured Saddlebrook for Golf Tournament on Nov 4th. • Photographer out at Tampa Campus for website. Daviera will be scheduling times for the Riverview and Pasco campuses for pictures. • Mission statement was sent out. Daviera and Kelsey feel like this was a good start. • Jeff suggested sending out a survey to parents to get opinions on revised mission statement.
<p>Discussion:</p>	<p>4.) Finance Report</p> <p>Topics Discussed</p> <ul style="list-style-type: none"> • Updated Statements. • Projecting 11 million in gross revenue • In the red about \$131,000 • Reduced about \$20,000 from last month • FTE dollars down about \$11,000 • Instructional Materials and supplies +7500 • Increase in fiscal services • Unrestricted Cash: 1.5 Million • 56 Operating Cash on Hand • Linda Nichols retired and hired Diane McElhaney. Any receipts need to go to Diane's attention.
<p>Discussion:</p>	<p>5.) Fundraising Report</p> <p>Holly:</p> <ul style="list-style-type: none"> • Submitted letter of solicitation \$15,000 children across borders for math curriculum. • Yankees submitted letter of solicitation for \$10,000—foundation gift. Indicated that they would like to have the Tampa Yankees come out with Blue to the school and have a back to school event. • Gala—sent the save the dates out, working on sponsorships. Conference call with principals on May 22nd. Nov. 2nd (Gala) Patrons will have options to also support the golf tournament. • Jeff has reached out to Guy King and has agreed to host a VIP party for donors who support \$5,000 and up.

<p>Discussion:</p>	<p>6.) Executive Director’s Report</p> <p>Craig:</p> <ul style="list-style-type: none"> • Health Fairs on both campuses • State Testing • Seniors went on Grad Bash • Grad Venture is coming up on May 5th • Spring Formal May 26th. • Monthly & bi-monthly Titus O’Neal birthday celebrations • PBS Carnivals are coming up • Committee form and applications are going out tomorrow. • Investors call—who bought the bonds of RV Campus • April 28th is the deadline for applications for 17-18 school year. Lottery will be on May 8th. • USF Professors to finalize plans for Summer Institute. • Teacher Appreciation, first week of May.
<p>Discussion & Action:</p>	<p>7.) Approval of March Minutes</p> <ul style="list-style-type: none"> • Chris Denome moved to approve March minutes • 2nd – Colleen O’Brien
<p>Discussion</p>	<p>8.) Review New Bylaws</p> <ul style="list-style-type: none"> • Colleen reviewed bylaws and pulled them all together. • Colleen is working on the revisions and will send them out in two weeks. The board will be able to view the old version and revised version side by side at the next board meeting.
<p>Discussion & Action:</p>	<p>9.) Executive Director Expenditure Increase</p> <ul style="list-style-type: none"> • As the school begins to grow, the expenditures start to grow. Craig has to get items approved by the board if it exceeds \$15,000. Jeff suggested increasing that to \$25,000. • Charlie suggested a quarterly budget amendment. • Table this for the next board meeting.
<p>Discussion:</p>	<p>10.) Other Business</p> <ul style="list-style-type: none"> • Next board meeting will be at T-Pepin.
<p>Discussion</p>	<p>11.) Adjournment</p>
	<p style="text-align: center;">ADJOURNMENT: 6:24 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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May 22, 2017

Pepin Distributing Company:

4121 N. 50th Street,
Tampa, Florida 33610