

Delaware Design-Lab High School

Board of Directors Meeting

Monday, 12/18/17, 6:30 p.m.

179 Stanton Christiana Rd., Newark, DE 19702

Minutes from Meeting

In attendance: Anna Yonkers, Aileen Murray, Matt Urban, Leanne Mercure, Crystal Griggs, John Pelesko, Paul Miller

Others: James Furfato, Christina Hembree, Rebecca Collins, Melissa Siwiec,

a) Call to Order

Meeting was called to order at 6:39 p.m.

b) Consent Agenda (Action Item)

i) Approval of last minutes

Mr. Miller moved to approve November's minutes. Ms. Murray seconded the motion. Motion carries unanimously, with one abstention.

ii) Staff Reports

Mr. Miller moved to approve the staff reports. Dr. Pelesko seconded the motion. Motion carries unanimously.

c) Financial Reports (Action Item)

Michelle Lambert presented the financial reports for the month of November, 2017. Mr. Miller moved to approve the "Web Report," as modified. Mr. Urban seconded the motion. Motion carries unanimously.

d) Old Business

i) Final Annual Budget (Action Item)

Michelle Lambert presented the proposed amended budget. Mr. Miller moved to approved the revised budget. Ms. Murray seconded the budget. Motion carries unanimously.

ii) WFSF Resolution

Ms. Collins presented a resolution authorizing entry into a line of credit agreement with WSFS Bank. This resolution is identical to the resolution approved in June, with modifications for date and amount. Mr. Urban moved to approve the WSFS resolution. Ms. Murray seconded the motion. Motion carries unanimously.

iii) DLX Bylaws and Corporate papers (Action Item)

Ms. Collins and Dr. Furmato presented the revised corporate documents for the DEX Institute. Ms. Griggs moved to approve the DEX corporate documents. Mr. Miller seconded. Motion carries unanimously.

e) New Business

i) Major Modification (Action Item)

Ms. Collins presented the major modification for enrollment. Mr. Miller moved to approve the major modification, subject to minor revisions as needed. Dr. Pelesko seconded the motion. Motion carries unanimously.

ii) Aligning Board Member terms with the school calendar (Action Item)

Mr. Miller advised that, in order to clarify the by-laws, it is proposed that Board membership be aligned to the fiscal/school year calendar, rather than the annual calendar. The matter will be addressed at the next regularly scheduled Board meeting.

iii) Officers/Committees

Open officer positions include Treasurer, Vice-Chair, and potentially Secretary. Mr. Miller asked members of the Board to consider volunteering for officer positions and committee assignments. Mr. Miller will work to help fill committees so that officer positions and committees can be completely staffed by the January meeting.

iv) Schedule Annual Meeting

Mr. Miller moved to hold the annual meeting for the 2017-2018 school year at the regularly scheduled January Board meeting. Mr. Urban seconded the motion. The motion carries unanimously.

Mr. Miller further discussed meeting dates for the upcoming year. Meetings will generally be held on the fourth Monday of the month, except for January, which will be held on January 29, 2018 and such other dates as may be noticed.

f) Executive Session - Update on legal matters

Mr. Miller moved to go into executive session. Ms. Murray seconded the motion. Ms. Siwec and Ms. Collins were invited to join the Board for executive session.

The Board entered executive session at 8:16 p.m.

The Board exited executive session at 8:53 p.m.

g) Adjourn

The meeting was adjourned at 8:53 p.m.