

# DRAFT

## Mulberry School Board of Trustees Minutes Meeting, September 15, 2021

This meeting of the Mulberry School Board of Trustees was called to order at 6:37 p.m. via Zoom.

### **Voting Trustees Present**

Nicole Loventhal  
Fatosh Hacigumus  
Timothy Wood  
Cheri Goodman  
Gretchen Nakumura  
Bill Pfahl  
Jack Christin

### **Non-voting Trustee Present:**

Kara Riordan (Head of School)

### **Guests:**

Deanna Haugaard  
Michelle Coddling  
Deepti Devanagondi

### **OPEN MEETING**

The board approved the agenda for this meeting as amended.  
The board approved the minutes for the June 16, 2021 meeting.

### **Meeting Dates/Times**

The board agreed that board meetings will be held on the third Wednesday of each month at 6:30 PM, and that meetings will be held via Zoom for the near future.

A request was made that a cadence of committee meetings be created by each committee so that a calendar of meetings for the year can be created.

### **Board Reports Format**

Bill made a request that board reports be presented in Adobe PDF format so that there is a consistent format for all reports, and that reports get circulated by the Monday prior to the

Wednesday board meeting to allow for time for Trustees to review the reports ahead of the board meeting. The board agreed that these steps would allow for more efficient review of materials ahead of board meetings and more efficient meetings.

### **Magic of Mulberry Campaign**

Deanna Haugaard provided the board with an update on the Magic of Mulberry fundraising campaign planned for Fall 2021.

*Deanna excused*

### **Governance**

Cheri made a motion to make an addendum to the Parent Assembly Bylaws for this academic year only to allow for a slate of PAC officers to be agreed upon by school administrators and PAC leadership. There was no election held in Spring 2021 due to a lack of interest from parents in becoming PAC officers. Motion approved.

Cheri shared information about a series of webinars about the role of trustees in the academic setting and mentioned an upcoming webinar on 9/23/21 about effective structures, processes, and practices for successful boards of trustees.

Cheri reminded the Board to be thinking of people who would be a good addition as Trustee to add to the Board.

*Michelle excused*

*Timothy excused*

### **EXECUTIVE SESSION**

#### **Administrative Reports**

Kara provided a Head of School report covering CAIS accreditation, enrollment, finance, communications, marketing, development, HR/hiring, teaching, and learning, and operations.

*Deepti Devanagondi joins*

Deepti provided a report on the 2021-2022 budget, including a cash flow update.

*Jack excused*

The board approved the 2021-2022 budget.

Nicole reminded the Board about the confidentiality of matters discussed during these meetings.

The meeting was adjourned at 8:37 PM.

**Key Takeaways:**

Motions Approved:

Agenda for this meeting approved.

June 16, 2021 minutes approved

Addendum to Parent Assembly Bylaws approved

2021-2022 budget approved

Everyone agreed to use PDF format for creation of all Board/Committee reports

Everyone agreed to holding monthly Board meetings on the third Wednesday of each month at 6:30 PM

Everyone agreed to try to set up a regular series of committee meetings so that a calendar of committee meetings for the year could be created.

Everyone agreed to think of folks in their network who may be a good addition to the Board as a Trustee.

