

**Board of Directors
Meeting Minutes
April 24th, 2019**

Present:

Board of Directors: Morgan Arndt, Allison Huffstutler, Jan Garrett, Clarence Edwards, Jill Timmons, Jeni Cain, Tommy Jenkins, Bill Harder, James Hamilton, Jill Schneider, Kirk Shockley, Lauren Gallagher, Nick Nicholson

Management: Meta Bowers, Shannon Spurrier, Heather Boyd

Visitors: Candice Green and Madison Smith

Proceedings:

- Bill Harder called the meeting to order
- Invocation- Bill Harder
- Pledge of Allegiance- James Hamilton
- Recitation of the Mission Statement and Vision
- Roll Call
- Motion made to approve the agenda for 4/24/2019 meeting
- Minutes to approve 3/20/2019 meetings were reviewed and approved

Information Items

- **President's Report- Bill Harder**
 - The Board of Directors (BOD) is 100% committed to the Capital Campaign (CC). This a great step toward getting funding from several foundations.
- **Executive Director Report- Meta Bowers**
 - Board Committees are up and running, the Emeritus board is also helping with the CC.
 - Governance and Finance Committees are working through policy manual
 - 3 and 4-year-old legislation is sitting in the Senate Education Committee.
 - Meta has emailed Eric Norton to get an update and is also reaching out to Dwight Loftis. Once we receive senate approval and the governor signs off on the bill, the Meyer Center (MC) will receive \$150K
 - Kirk asked if any more communication with legislatures is helpful.
 - Medicaid Claims from Summer 17/18 is going to be recouped based upon a payment plan from the Charter School District
 - Medical Medicaid is zeroing out the current billing and taking those funds to put toward the repayment plan
 - Processes are in place to prevent any issues with this billing going forward
 - Meta thanks the BOD for their 100% commitment to the CC
 - A presentation was made to the 10/99 club
 - Velda Hughes toured the Meyer Center, and she was impressed by the program at the MC
 - She is working with her boss at SYNEX Share the Magic to see if additional funds can be raised and given to the Meyer Center
 - Velda has also committed personally to the CC as well as given her space, The Avenue free of cost to help raise funds for the CC
 - Ray Biggs gave us a distribution from their IRA for the CC, which is likely a one-time gift, but it was a surprise
 - MC is in the top 3 for Wade Hampton Spirit Week, kudos to Shannon and Heather for putting on a tour for the rising Juniors
 - The presentation to the entire student council is 4/25. Lindsay Berry is going to share her personal story, in addition MC students will come and hand out Wade Hampton themed doughnuts to the students
 - The MC received 20K from Fashion Week Greenville
 - Kids Classic player count is 356
 - Bill reminds the BOD to sell the raffle tickets for the Kids Classic
 - Shannon reminds the whole BOD they are invited to the Kids Classic VIP Party
 - Abby Bell says parents are also planning to attend the VIP Party

- Ladies Luncheon is off and moving and planning in place
- Summer packets go out May 6th with information and forms needed
- Music Therapy is a brand-new type therapy to bill Medicaid-MC can only bill for group therapy and there are students with individualized therapy in their IEP. Work is being done to pair students who have individualized therapy into groups of 2-3 so that therapy can be provided in a way that complies with each student's IEP but also billed in accordance with applicable requirements
- Lauren asks how many students have individualized music therapy in their IEP
- The MC passed 15 of the 16 inspections for the Fire Marshall. Meta is working to have that taken care of in the next few days
- SAFE is working to have the documents secure in Office 365 and training will be had next week
- In Medicaid training a lawyer head of legal affairs presented a policy that all records for students must be kept for 75 years.
- Lauren asks if the mysterious sewer smell is still present
 - Heather said the City came in and looked at the pipes
 - Tommy Jenkins offered to take a look the pipes to help resolve the issue
- **Development Report- Shannon Spurrier**
- **Education Report- Heather Boyd**
- **Music Therapy Report- Allison Huffstutler**
 - Allison and her husband went to Columbia to speak in favor for the bill to Medicaid for Music therapy
 - Representative Bill Chumley had a meeting with Allison and husband to educate him on what music therapy is how it works to help Hayley on daily basis
 - If the bill passes SC would recognize music therapist license, which would in turn force Medicaid and insurance companies to reimburse for therapy
 - Edwin McCain is also using his connections to help with lobbying for the bill to help move it forward and out of LCI (Labor, Commerce and Industry) committee
 - Wes Clymer is currently against the bill in the LCI committee

Bill makes a motion to go into Executive Session to discuss personnel matters including staffing and compensation

Bill makes a motion to come out of Executive Session

No action taken in Executive session.

Action Items

- Nick Nicholson made a motion to amend the agenda to vote on matters discussed in executive session regarding staffing changes necessitated by changes in enrollment numbers, the inclusion program and teaching programs. The motion included a finding that exigent circumstances warranted amending the agenda. The exigent circumstance is that the Meyer Center's budget deficit requires immediate action.
- The motion and finding of exigent circumstances were approved unanimously.
- Bill makes a motion to move forward to increase enrollment with students with disabilities by 6, eliminate the 6 typical inclusion in the younger inclusions class and distribute the other spots accordingly, eliminate the certified teacher in the 0-2 class, and use discretion to hire a new TA if needed.
- All Board members voted in favor and motion passed
- Meta makes a motion to for PEBA form approval.
- Bill Seconds and motions passes unanimously
- Board Training is required for all BODs

Committee Reports

- **Finance Report- Clarence Edwards**
 - No finance committee meeting was held this month
 - Accounts receivable went up 5500- that is a sponsorship for the Kids Classic that will be paid over 5-month period
 - Cash deficit from operations activities as 12K
 - Income Statement-

- We continue to run a deficit in our Greenville Designation from United Way.
 - We may get the quarterly distribution from United Way, but plan to have a deficit
 - Charter school income of 90K is billing from last year that received this year
 - The 4-year-old funding is 56K over what is projected
 - We continue to get income from the 3- and 4-year old on a monthly basis, resulting in a surplus
 - Annual giving is 26K above and special events is down approx. 53K
 - We won't make up the 53 but it will adjust out after the Kids Classic
 - Expenses
 - 54K better in compensation due to changes made in December
 - Medicaid processing under professional services, is 11k greater than projected in the budget
 - Software support annual fee of \$5,300 from Bloomerang was unexpected.
 - Transportation is down by 9K
 - Fundraising expense is 14K, which will balance out when the year is up
 - The MC is 259K greater than expected. A large result from one-time funding from governmental agencies
 - Meta asks Clarence to go back to cash flow and talk about what cash flow will look like in the summer
 - Clarence felt that the 154K for the 3 and 4-year-old would help the budget zero out for Summer
 - Clarence clarified that if the MC does not get the 150 for funding, in order to fulfill expenses, the line of credit will be tapped into at Southern First.
- **Nominating- Jeni Cain**
 - Please give names to anyone on the nominating committee of possible board members.
- **Governing- Morgan**
 - No meeting has been held, but members are working on updating Bylaws and Governance Policy
 - Governance policy drafts will hopefully be provided in May
 - Working to marry nonprofit and charter school policies for organization
- **Human Relations**
 - Jan has worked on the policy book and emailed out to the HR Committee
 - The Committee has finalized the ED performance plan and will be shared at the May meeting
 - Supplemental policy book is making progress

Bill reminds the upcoming meeting is May 14th, a Tuesday and to focus on the Kids Classic and to sell raffle tickets. Meeting is adjourned.

Respectfully Submitted,

Jeni Cain

Board of Directors

Meta Bowers

Executive Director