

# Access Charter School Meeting of the Board of Directors

February 19, 2015 at 6:00 P.M.

## MINUTES

### 1. Call to Order

The meeting at Access Charter School Governing Board of Directors commenced at 6:00 p.m.

### 2. Roll Call

The following board members were present:

Bert Fonseca

Kyle Havill

Heidi Peckham

Herb Smetheram

Liani Steenekamp

Roger Watkins

Board members Joseph Thairu and Neil Middendorf were not in attendance.

### 3. Review and Approval of Minutes

The meeting minutes from January 8, 2015 were reviewed. Kyle Havill motioned to accept the minutes and Heidi Peckham seconded the motion. All board members were in favor.

### 4. Director's Report

Roger Watkins presented the Director's Report.

Students: Enrollment of 102 students, 21 students on the waiting list.

Staff: All positions are currently full. .

Parents: PAC meeting focused on fundraising. *Fiesta For Success* scheduled for Friday May 8, 2015

Events: Student documentation audits completed with an excellence rating.

Occupational Therapy District audit also completed with an excellence rating.

SunTrust Bank completed a video at Access to reflect the partnership with the school.

Upcoming: Upcoming events include; talent show, springbreak, annual conference and scholastic book fair. Liani Steenekamp motioned to accept the Director's report and Bert Fonseca seconded the motion. All board members were in favor.

## 5. Treasurer Report.

Kyle Havill presented the Treasurer's Report. The budget for the end date of January 31, 2015 was reviewed. Heidi Peckham motioned to approve the budget. Bert Fonseca seconded the motion. All board members were in favor.

## 6. Action Items:

**a) Property Construction Update:** Herb Smetheram opened the Action Items. School Director, Roger Watkins reviewed the timeline of events concerning renovations to the new site. Roger Watkins and Herb Smetheram highlighted the professional expertise of the Mc Cree and ZHA teams. Approval to accept the addition of the alternates for work to be completed and to add additional costs to the budget proposal was motioned by Kyle Havill and was seconded by Heidi Peckham. All board members were in favor. Orange County Commercial Plan Review was reviewed by the board and comments from Orange County Permit office were discussed. McCree's provided responses within a matter of days and were reviewed by the board. Liani Steenekamp motioned to accept the Review and Kyle Havill seconded. All board members were in favor.

**B) Groundskeeper:** School Director Roger Watkins provided information about the groundskeeper stationed at the property. The employee is in compliance with all rules and regulations and will take care of securing the property until June 30, 2015.

**c) Tax Review 990:** Roger Watkins and the CPA for Access Charter School concurrently reviewed Tax 990 indicating no concerns. Heidi Peckham motioned to accept the Tax Review 990 and Bert Fonseca seconded the motion. All board members were in favor.

**d) Landscaping:** Roger discussed two landscaping referrals. Blodgett Gardens and Nursery was accepted. Kyle Havill motioned and Roberto Fonseca seconded the motion to accept Blodgett Gardens for the Landscaping Maintenance Contract. All board members were in favor.

**Dr. Phillips Art Center:** Herb Smetheram provided information about Dr. Phillips Art Center and Florida Hospital partnership and informed the board that Access Charter School was mentioned at a TV interview with Dr. Phillips Art Center and Florida Hospital when discussing their partnership. Possibilities for future involvement during the Grand Opening were discussed and will be followed up in future meetings.

## 7. Board Member Matters

**New Members:** Roger Watkins provided information about a new nomination, Patrick Smith and will meet with him in the next few weeks.

**Home Renovations:** Roger Watkins discussed contacting a Home Renovation Company with the focus on renovations that will not be taken care of by McCree. Herb

Smetheram reiterated that a proposal from Home Renovations will be reviewed by the Renovations Committee for approval.

**8. Adjournment**

Next board meeting is scheduled for April 22, 2015 at 6:00 Kyle Havill motioned to adjourn the meeting. Berto Fonseca seconded the motion. All board members were in favor. The meeting was adjourned at 7:40 pm.

2014 – 2015 Board meeting schedules

April 22, 2015 - Wednesday

June 18, 2015 – Thursday