

## OSCS Board Meeting Minutes

August 15, 2016

Members Present: David Thompson, Joe Thompson, Ariel Poholek, Kim Carter, Bridget Dangel, Laurie Brooks, Ray Bonachea

Principal: Abbie Freeman

5:09 pm Dave called meeting to order.

Joe announced his resignation from the OSCS Board of Directors. He has accepted a job that will require he and his wife to relocate to Richmond Virginia. The board wished him well with his new position and thanked him for his service to OSCS.

Joe also offered some advice for going forward with our monthly financial reports. His suggestion is that we maintain a consistent format for the financial reports in Dropbox / at monthly board meetings. Discussion ensued as to which financial reports will be the most helpful and the easiest for the board to interpret. Abbie added that she is working with Jeremy to get our chart of accounts cleaned up.

- A) Ari motioned to approve the minutes and financials from the June board meeting. Ray seconded the motion. Motion passed.

Laurie then motioned to approve the July board meeting minutes (but not the financials) Joe seconded the motion. Motion passed.

Joe explained that the July financials were not ready to be approved because the CPA has not yet made the accrual adjustments, but will make them soon to hopefully be approved at the September board meeting.

- B) Principal's Report:

Teachers- Abbie was happy to announce that the new teachers are working out wonderfully so far and are very enthusiastic and knowledgeable.

Awnings- The awnings are complete and passed inspection. OSCS has received the money promised from Landlord, Steve Hansen, to pay for his portion of the awnings work. Dave stated that he paid for the worker's comp insurance for Island Painting and was reimbursed by Ocean Studies Charter School, but will also need to be reimbursed for the permit application fee, which he also personally paid for. He added that Abbie was able to get the paint donated.

Office remodel/campus reorganization- Near completion with major improvements already in place. In addition to the paint, Abbie got metal art and two planters donated by the Key Lime Product Store and by Captains Import's. Reef Tropical is finished with their portion of the landscaping project and Abbie is planning a weeding day for parents to volunteer to get the rest of the campus grounds in shape.

Email/Technology update- Google Education is free. We will be migrating to gmail as a board. Abbie now has a MCSD email address: [abbie.freeman@keysschools.com](mailto:abbie.freeman@keysschools.com) She has also made arrangements for Joy Nulisch, MCSD I.T. Director, to train Jeremy to be the OSCS Technical Coordinator.

Mosquito Control- On July 26<sup>th</sup> Monroe County Mosquito Control came and checked the grounds and treated for mosquitos. Abbie has created a form for parents to consent or decline school administered sun block and mosquito spray for their children. OSCS does not use mosquito sprays that contain deet.

Grants- Abbie has also been very busy working on grants. She has finished one for IFACT (Islamorada Fishing Club's charity) which is for \$1,200.00 and is earmarked for a new camera for the OSCS Photography class. She has also finished the Tavernier Elk's Lodge's grant for \$250.00 and she is working on an IKEA grant for the Shark's Room.

- C) Old Business- Bylaws: Ari was unable to reach Jonathan, but he is hoping to go through the bylaws himself or to reach Jonathan in order to move this item to the Action Items section of the agenda for the September meeting.

Discussion ensued regarding some board members not being able to attend currently scheduled board meeting dates. Kim motioned to switch the monthly regularly scheduled board meeting day to the second Wednesday each month, beginning with the September board meeting. Laurie seconded the motion. Motion passed

Air Conditioner – The Turtle Room's air conditioner quit working, so Abbie went with last year's motion that budgeted for A/C replacement and got Rex Air to immediately replace the A/C.

Health Insurance – Abbie is getting health insurance quotes. She is working with a company called Florida Healthcare Marketing out of Boynton. She also obtained a quote from Pribramsky & Company, our CPA Firm, to do our payroll for a rate that will likely be a big savings over what we currently pay.

The fencing company has not finished their work within the initial timeline that they gave us, so Abbie will have someone watch their workers while the children are on property, as the delay will cause the work to continue after school starts.

Governance- Most board members have now completed their required board governance training.

D) New Business – The playground inspectors came and said that the river rock ground cover is okay, but that we need more by the wall.  
Fundraising: The OSCS Board will be working on fundraising. We discussed and agreed to share the responsibility amongst the entire board. Abbie added that Miss Dana is heading up a dance fundraiser for mothers and sons.  
Fingerprinting: Abbie reminded us that all board members must be fingerprinted if they have not already done so.  
Storage: Abbie asked that we investigate putting a storage shed on school property.  
Spawling: Dave said that the spawling issue on the building is not an immediate issue.  
Adding classroom space to OSCS/Cost Analysis from outside firm: Tabled for September meeting

E) Action Items- Ray motioned to approve all action items as per agenda as follows:  
Approve the search for quotes that cover all school insurance policies.  
Approve proposed policy of student image and educational property.  
Approve calendar of board meetings for 2016-2017 school year.  
Kim seconded the motion. Motion passed.

The board thanked Joe again for his loyal dedication to the OSCS Board during his tenure as a board member and as Treasurer.

Joe motioned to adjourn. Ari seconded. Meeting adjourned at 7:40 pm