



FRIENDSHIP ACADEMY
OF THE ARTS
Where friendship and academic excellence meet

2600 E. 38th Street, Minneapolis, MN 55406 | P: 612-879-6703 | F: 612-879-6707 | www.friendshipacademy.org

Minutes of the Board of Directors Meeting
Held January 23, 2017
At 5:00 pm

Location: 2600 E. 38th Street Minneapolis, Minnesota 55406 Lower Level

Attendees:

Board: Dorothy Richburg, Brenda Hill, Carr Kpanyor, Steven Belton, Wendy Hines
Staff: Nell Collier, Mary Craig, B. Charvez Russell

- I. Call to Order at 5:13pm by Chair Hines
- II. *Motion to Approve Agenda [DR, BH] approved unanimous*
- III. *Motion to Approve Minutes of 112816 [BH.DR] approved unanimous*

- IV. Authorizer Communications- The Executive Director attends the monthly director's meeting to keep abreast of required items.

- V. Financial Update
 - a. Financial Report- Treasurer Richburg presented the financial report.
Motion to accept the financial report [CK, BH] approved unanimous

 - b. Audit- The annual audit was performed by new firm, Clifton, Larson, Allen. The report included an unqualified opinion and was submitted timely to the State Department of Education and the Office of the State Auditor.
Motion to accept the 2016 audit report [SB, BH] approved unanimous

 - c. Banking and Lending Resolutions-FAA needs collateral coverage in order to make sure all funds above the FDIC limit are covered. We currently have a savings account with Bremer. Our primary bank, Associated, does not offer collateral coverage. We also need to renew the line of credit annually although we have not had a need to use it for a while.
1. Motion to authorize Dr. B Charvez Russell and/or Mary E. Riley Craig to establish a checking account and collateral coverage for deposits exceeding \$250,000 with Bremer Bank in addition to the savings account previously established. The board also resolves to have the following as authorizer signers on all Friendship Academy of the Arts accounts with Bremer Bank:
B. Charvez Russell
Wendy B. Hines
Mary E. Riley Craig
Additionally, two signers are required for withdrawal or borrowing.
[BH, CK] approved unanimous

2. Motion to renew the credit line with Associated Bank in the amount of \$125,000. The also resolves to have the following authorized signers on all Friendship Academy of the Arts accounts with Associated Bank accounts:
B Charvez Russell, Executive Director
Wendy B Hines, Chair, Board of Directors
Mary E. Riley Craig, Business Manager.

[BH, CK] approved unanimous

- d. Group Health Insurance- Options for staff health insurance coverage were presented to the board.

Motion to accept the recommendation of the Executive Director to go with Healthpartners as the insurance carrier for the next school year.

[SB, BH] approved unanimous

VI. Reports

- a. Executive Director

VII. Contracts

- a. Dancing Classrooms

Motion to accept the contract with Dancing Classrooms

[BH, SB] approved unanimous

VIII. Board Certification of Background Checks- All members have had criminal background checks. Board Chair Hines will certify the results of the background checks.

IX. Board Training Calendar- Chair Hines will work on a calendar for submission to the board at a later time.

X. Committee Reports- no reports for this month

- A. Marketing Committee
B. Fundraising Committee-
C. Governance Committee-

XI. Next Meeting

XII. *Motion to Adjourn Meeting 7:07pm*

[BH, SB] approved unanimous



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Meeting Minutes Board of Directors of Friendship Academy of the Arts January 29, 2017 5:00 pm

Location: 2600 E. 38th Street Minneapolis, Minnesota 55406 Lower Level

Attendance: Wendy Hines, Dr. Robbie Burnett, Aaron Kidd, Brenda Hill, Ananyasia Joseph

Staff: Dr. B. Charvez Russell, Nell Collier, Mary Craig

CLA: Lucas Chase

- I. Call to Order – Meeting called to order at 5:07 P.M.
- II. Approval of Agenda – Motion to approve agenda (AJ, AK) approval unanimous
- III. Financial Report
 - A. Review of 2017 Audit -Clifton, Larson, Allen- presented by Lucas Chase
 - B. Review of Monthly Financials- We have a healthy fund balance. Lease-Aid is pending approval. February we will be provided an updated budget. Motion to approve financials (BH, AK) approval unanimous
- IV. Minutes [11/27/17, 12/18/17]-Motion to approve 11/27/17 minutes (BH,RB) 1 abstention (AJ) passes with 1 abstention Motion to approve 12/18/17 minutes (BH,AK) approval unanimous
- V. Contracts Under Consideration for Approval
 - A. Navigate Care Consulting (School Nurse)-motion to approve contract (BH,RB) 1 abstention (AK) passes with 1 abstention
- VI. Authorizer Communications- none at this time
- VII. Executive Director Report
 - A. Director's Report-written report included in board packet; oral narrative presented at meeting
 - B. Desegregation Update
 - C. Strategic Plan
- VIII. Board Miscellaneous
 - A. Board Composition Discussion-we do not need GMS to help with board composition at this time.
 - B. Board Training-Wendy to send a doodle
- IX. Next Board Meeting Date- Monday, February 26, 2018 @ 5 P.M.
- X. Adjournment of Board Meeting – motion to adjourn at 7:40 P.M. (BH,AK) unanimous