

Chatfield School Board of Directors Meeting

Minutes for November 16, 2017

1. **Call to Order:** C. Watson called the meeting to order at 8:05 AM.
2. **Roll Call:** C. Watson, C. Smith, Sean O'Bryan Absent B. McCauley, K. Dumas. Others Attending M. Young and B. Kraly
3. **Approval of Minutes for October 19, 2017:** Motion by O'Bryan, supported by Smith to approve the Meeting Minutes for October 19, 2017. Ayes: Watson, Smith, O'Bryan; the motion was approved.
4. **Correspondence-** Review of SVSU Authorizer Annual Report
5. **Financial Items**
 - a. Moved by O'Bryan and supported by Smith that invoices/checks #23622 –23661 for the period of October 17, 2017 through November 7, 2017 be approved. Ayes: Watson, Smith, O'Bryan; the motion was approved. **Invoices appear at the end of the Minutes above the Board Secretary Signature.**
 - b. CMC Financials #4621-4629 were reviewed by Smith.
 - c. The Monthly Statement of Operations as of 11/10/17 was reviewed.
 - d. The Visa bill was reviewed by Smith.
 - e. SVSU Cash Flow Report was reviewed.
 - f. SVSU Monthly Compliance Report was reviewed.
6. **New Business:**
 - a. M. Young shared with the board that the roof on the original part of the building was showing its age of 21 years and in need of replacement. He shared with the board a letter with recommendations and estimated cost to replace just the second story roof and HVAC units. The board recommended that M. Young continue to work with THA to create a RFP to be released in January.
 - b. B. Kraly and M. Young reviewed the 2016-17 Saginaw Valley State University Authorizer Annual Report in which Chatfield School received Exemplary Ratings. M. Young will post the report on the school website.
 - c. M. Young and B. Kraly reviewed a resolution that was recommended by the National Charter School Institute. The resolution gives the ESP access to CHRI the state fingerprint registry. A motion by O'Bryan and supported by Smith that the resolution be approved. Ayes: Watson, Smith, O'Bryan the motion passes.
7. **Chatfield School Directors Report-** B. Kraly reviewed various school activities.
8. **CMC Directors Report:** M. Young shared that things are going well.
9. **Visitor Comments:** None
10. **Adjournment:** The meeting adjourned at 9:22am.