

The Emereau Foundation
d/b/a Emereau: Bladen
Meeting of the Board of Directors
Tuesday, March 12, 2024
995 Airport Road, Elizabethtown, North Carolina 28337

Minutes

The Emereau Bladen Board of Directors met in regular session on Tuesday, March 12, 2024 at 5:30 p.m. Members present: Dan Allen, Chair, Sandra Lewis, Vice Chair, Phil Byrd, Treasurer, Maurice Williams, Secretary, Dennis Troy, Jennifer Whittington, Ashley Dowless, and Whitley Ward, Board Attorney.

Administrative staff present were Polly Hancock, Head of School, Theresia Wright, Dean of Upper School, and Terri Raynor, Dean of Operations

Other staff present: None

Visitors in attendance: None

The Chair, Dan Allen called the meeting to order at 5:30 p.m. Everyone joined in reciting the Pledge of Allegiance led by Mr. Allen.

Mr. Allen asked if there were any Conflict of Interests for tonight's meeting, there were no conflicts of interest noted.

Mr. Allen presented the minutes from the February 13, 2024 meeting for approval. Mr. Troy motioned to approve the minutes presented. Mrs. Lewis seconded and the motion was unanimously approved.

Mr. Allen opened the floor for public comments. No comments were given.

Ms. Christy Nickolauson presented the financial report for the month of February. Ms. Nickolauson explained the Metric sheet as being a quick look or summary of the balance sheet. She relayed to the Board that she is working on getting a closer projection of net income by April's meeting and that finances look good at this point, and that there were no findings to report. Mr. Allen requested that Mrs. Hancock be closer involved in the Budget making process and Mr. Byrd requested that a line item be added to the reports that adds the salaries and benefits together for closer study by the finance team. There was no other discussion. Mr. Byrd motioned to approve the financial reports for February. Mrs. Lewis seconded and the motion was unanimously approved.

Mr. Byrd gave the Finance Committee report. He reported that the Operating Funds at Truist were in the process of being dispersed into other avenues. Mr. Byrd opened discussion on having a Line Item for Discretionary Funds. After board discussion Mrs. Dowless motioned to have a Discretionary Fund of \$5,000 added to the budget and to approve Mrs. Hancock to make purchases up to \$1500.00 without Board approval. Mrs. Lewis seconded and the motion was unanimously approved. Mr. Byrd opened discussion on our current credit card rewards and the possibility of getting an Amazon credit card. After board discussion Mrs. Dowless made a motion to approve Mrs. Hancock to manage credit card accounts and to give a report of account standing at monthly meetings. Mrs. Lewis seconded and the motion was unanimously approved.

Mrs. Hancock gave the Facilities Committee report. She reported that DeVane Builders was moving forward and that walls should be going up shortly and that we are on schedule. Mrs. Hancock reported that she had sent the Facilities Request to the County Commissioners asking for \$200,000 for the next 5 years to be used towards our new Gymnasium and Art Center.

Mrs. Lewis gave the Curriculum Committee Report. She thanked admin for all they were doing and for putting the strategies on the PILOT, and that test prep was continuing.

In the Head of School's Report Mrs. Hancock shared Benchmark scores and relayed that grades 6-8 still need improvements. Vocabulary is an overall weakness and plans to work on that by implementing a daily vocabulary word starting Monday. She reported that the students were excited about Power Teams and STEAM Friday's. The Exploration Expo had a great turnout. PTO's Spring Fling is April 13th and our Color Run is May 10th. Mrs. Hancock reported on Lotterease numbers and that we are waiting on everyone to confirm to commit to a firm enrollment number for our 24-25 Budget. We will be sending out enrollment packets soon.

Mrs. Hancock presented the 2024-25 Engagement Letter for Rebekah Barr. After discussion by the board Mr. Byrd motioned to continue our engagement with Ms. Barr. Mrs. Dowless seconded and the motion was unanimously approved.

Mrs. Hancock presented the 2024-25 Grant Writing Services Contract for approval. After discussion by the board Mrs. Dowless motioned to approve the contract. Mr. Byrd seconded and the motion was unanimously approved.

Mr. Troy motioned to go into closed session at 6:21 p.m.. Mrs. Whittington seconded and the motion was unanimously approved.

Mrs. Dowless motioned to come out of closed session at 6:32 p.m. Mrs. Whittington seconded and the motion was unanimously approved.

Under Personnel Recommendations, Mrs. Dowless motioned to uphold the recommendations of the administration. Mr. Williams seconded and the motion was unanimously approved.

The next regular meeting will be held on Tuesday, April 9, 2024 at 5:30 p.m.

Mrs. Whittington motioned to adjourn the meeting at 6:34 p.m. Mrs. Dowless seconded and the motion was unanimously approved.

Respectfully submitted,

Terri Raynor
Dean of Operations