



Meeting Minutes

Committee Name:	Executive Committee
Meeting Date:	Monday, April 19, 2021
Meeting Time:	5:30 PM
Meeting Place:	Zoom Video Meeting due to COVID-19 -- PACE Career Academy – 716 Riverwood Drive; Pembroke; NH; 03275

Committee Members: 'X' indicates present at meeting:

<input checked="" type="checkbox"/> Clint Hanson	<input checked="" type="checkbox"/> Gene Calvano	<input checked="" type="checkbox"/> Kris Raymond
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Call to Order (Time)	5:45 PM
Quorum (Majority) Present (Y/N)	Y

AGENDA TOPICS

1.) Discussion on Personnel; Operations; Finance

DISCUSSION SUMMARY:

- A. **Plan for the May meeting of the full board (Monday, May 17, 2021):** Discussion on the need for an item relative to Personnel in Non Public - Based on the results and information, the Executive Committee and the Personnel Committee chose to put the Executive Director on paid leave. That's all the information that we can give at the meeting as it is a Personnel issue.
- B. **By-laws change to reduce the size of the board:** Discussion occurred below on Staffing Models where we talked about having At Large positions to come on board replacing the 3 roles for Student, Parent, and Staff. Discussion that we do have At Large position unfilled currently.
- C. **FY2021-22 Budget (including FY2020-21 update):** Discussion that the proposed budget has 50 students. Currently, we know 38 current students come back and that means we need 12 more. Question around if we find ourselves in a deficit for 21/22, can we borrow? Gene is moving forward with the appraisal of the building as it would be needed for refinancing.
- D. **Staffing Models – Interim Executive Directors draft version of 3 models:** Discussion on the ways we can get the budget in line with eliminating some roles, say Curriculum and Assessment Director, and having the Executive Director take on those duties. Gene commented that perhaps we could get an At-Large Board member to take on some things such as facilities away from the Executive Director. Discussion on the difficulty of finding an At-Large person to fill the specific role. Facility and Fund Raising are roles that we should target for a Board Member with the expertise to take on those roles. This led to a discussion of the appropriate number of Board Members.

MOTION: No motions made at this meeting.

Made By:		Seconded By:	
Voted # in Favor:		Voted # Opposed:	
Voted # Abstain:			

2.) N/A

3.) Adjournment – meeting adjourned at 6:55pm