

## GreenMount Board of Trustees Minutes

October 21, 2021

Board members present: Shannon Snow, Natalie Pope, John Abell, Tracy Pietrzak, Kelley Gludt, Doug Lent, Jennifer Malloy, Brian Mitchell, Carlos Rodriguez, Amy Scott, Catherine Stokes

Others present: Liz Dover, Laura Marsico, Jen Seletzky

Others present remotely: William Russ, CPA

Minutes: *Action* - The June 2021 minutes were approved without corrections.

Admissions Report: The current enrollment for the 2021-2022 school year is 109 students. Laura discussed recruitment efforts such as preschool feeder mailings and in person visits/drop offs of admissions packets, fliers, swag, and our cookbook to feeder preschools and charter schools. She will be attending the Baltimore Family Alliance (formerly DBFA) School Choice Fair and asking our COOP to post fliers at local gyms, grocery stores, coffee shops, etc. This year we will be advertising on WEAA (Voice of the People/Morgan State) and WYPR as well as events on Facebook. Laura is training the admissions team and will be hosting after school hours tours with a member of the admissions tour guide team. We will have an Open House Saturday, November 6 - an outdoor, activities based event with opportunities for quick indoor tours with student ambassadors and admissions tour guides/board members. Laura is also looking into Farmers Markets for the spring.

Laura met with Liz to discuss retention and overall feels we are doing a good job. She is thinking about a new family survey to get more feedback as well as a 5th to 6th grade transition night. She thinks having an academic facilitator and the now updated language regarding learning differences in the family handbook will help with some prior parent concerns.

Facilities Report: The outdoor classroom construction is currently on hold pending permits.

DEIJ Report: The board approved the DEIJ audit and a small group will meet with Dr. Wise next week to start the process. Dr. Wise will speak with the board in November. The committee will be revising our response protocol so that there is a clear process and communication for any incidents within the community. Another parent, Sarah Morris-Compton, will join as Co-chair of the DEIJ committee.

### Finance Report:

Audit - William Russ, CPA, the independent auditor, joined via Zoom. There were no reportable audit findings. There was a 10% increase in revenue, mostly from tuition and the aging schools grant, which is good news during a pandemic. He has no concerns to express. John previously reviewed the audit and the 990, and Shannon is designated to sign the 990.

*Action* - Motion to accept the Financial Statements and Independent Auditor's Report for June 30, 2021 and 2020 was unanimously approved.

*Action* - Motion to approve the form 990 was unanimously approved.

Budget - John discussed the financial strategic plan as of October 2021. We are projecting a deficit of around \$73,000 at the end of this year. Although our projected deficit was higher

last year, we ended up with a surplus due to the PPP loan, which we will not have this year. Our projected income has increased with tuition, fees and ECHOES. Our expenses will be increased by around \$17,000, mostly due to the DEIJ audit, but the administration worked hard to cut other costs. There is one additional source of income at the end of the year from the Keifer grant, although that has restricted use for financial aid.

*Action* - Motion to approve the 2021-2022 budget was unanimously approved.

Head of School Report: Liz thanked the admin team for all their help. She met with Laura and discussed the need to focus on retention. There will be a Jemisy workshop focused on neurodiversity for the upcoming professional day. Liana, our new Academic Facilitator, has been a big help. Katie stepped down from her position as art teacher due to personal reasons, but Liz has some potential candidates for the art and math positions. There was an assumption everything would be better this year in person but it has been challenging in other ways for faculty. Ms. Fani introduced the Curiosity Project which has been really exciting and having buddies get together has been really heartwarming. Liz is excited about the potential for school age children to be vaccinated soon and will be making a decision about requiring vaccinations for next year.

The meeting ended with a planned Executive Session.