

**Friends of Coastal Waters
Board Meeting Minutes
October 27, 2022
6:00-7:30pm - Virtual Meeting Session**

- **6:04pm - Call meeting to order:**
 - Attending: Jordyn, Emily, Bill, Erica, Jasmine, Lauren, Tristan, Alina
 - Absent: none

- **6:06pm - Review and Approve Prior Meeting Minutes:**
 - Approval of minutes from 10.17.22 Board meeting: Tristan's motion and Lauren's second; Jordyn, Emily, Bill, Erica, Jasmine, Lauren, and Tristan approve; Alina abstains.

- **6:07pm - Committee Updates:**
 - Facilities: Bill reported on the Coastal Waters community, Exeter Fire, and NH DOE meeting which took place on 10.26.22, seeing three options for us:
 - 1: Work with the building inspector to get a certificate of occupancy to use the building as is. In order to do so, we need a sprinkler inspection (happened today), exit signs and lights, fire exits, ways out with crash bars (all currently in place), and an evacuation plan. All of these elements would need to be inspected and approved. We need to confer with Doug Eastman to ask about any building codes. The gaps in the railings can be fixed quickly and easily by either our contractor or community members. With this scenario, the construction work would be completed between May and August. Once construction begins, we may need to apply for a variance for the hallway widths.
 - 2: Stay outside for 4-6 weeks while the contractor completes minimal classroom space work in the building.
 - 3: The third and final option is to have the contractor complete the entire project now while we move to temporary alternative spaces until January.
 - Comment:
 - Erica noted that it's ideal to be in the building rather than relocate, as we would then need to split up teaching staff and it would further strain administrative capacity. She believes that the first option offers the least amount of disruption and aligns with the faculty members' desire to stay onsite and indoors.
 - In support of option 1, many volunteers are needed to clean up the building and set up classroom spaces. These efforts will begin this weekend.
 - Ashley shared that she has posted some of the desks to Facebook Marketplace and has received over 25 offers to purchase them. She asked that other pieces of furniture be tagged this weekend and she can put them up for sale.
 - The consensus of the board members and community members present at the meeting is that option one is best for all involved.
 - Bill will continue to follow-up regarding the inspections on a daily basis and communicate information as he receives it.

- o Fundraising:
 - Tristan reached out to a nonprofit contact and discussed plans to host an event in the spring.
 - Tristan also shared that he has four or five people at his workplace who are interested in microloans to be reimbursed with the CSP grant.
 - Tristan, Jordyn, and Jasmine will meet to determine a fundraising calendar with use of the fundraising spreadsheet.
 - The parent group will collaborate with the fundraising committee on grassroots community events such as a craft fair and campus use on the weekends.
 - Alina noted that many families have not yet responded to the school's request for a \$500 donation per child.
- o Social Media:
 - Lauren has been working on more curated content with Ashley's assistance and will connect with the parent group for more input and content when we have a clear sense of where we will be.
 - The committee members plan to create an ad push at that time.
- o Pedagogical Director update:
 - Erica shared that the staff and students are doing okay overall and settling into a routine.
 - There will be a monthly faculty meeting tomorrow to discuss the four principles as they pertain to Waldorf charter schools.
 - Erica noted that we are grateful for our many wonderful volunteers and Jasmine will share the volunteer spreadsheet with the parent group.
 - She is already looking at enrollment for 2023-2024; our current enrollment stands at about 130 so there are spaces available across the classes and there continues to be more room in the upper grades.
 - When asked about families who have decided to leave, Erica mentioned that she speaks to each of them and that the main themes are distance/logistics and fit with the program.
 - Bill shared that the before and after school program (7:30-8:00am and 3:00-5:30pm) will begin next week; he will communicate the plans for the program with the community as soon as possible.
- o Board Membership:
 - Bill has sent the three letters of interest to the board.
 - There are currently seven members and our bylaws allow for up to twelve.
 - We still need a member with legal expertise and staff can also be on the board.
 - We are open to having staff as voting members with the stipulation that they abstain if or when the vote presents a conflict of interest.
 - Jennifer, Ashley, and Nicole spoke to the board about their interest and qualifications.
 - Lauren made a motion that we approve of Jennifer, Ashley, and Nicole's membership on the board; Emily's second; unanimous approval.
- **7:28pm - Other Items/Public Comments:**
 - o Lauren inquired about the plan and budget for administrative staffing; Bill noted that we need admin staff onsite asap since our business coordinator resigned and our admin

- support person has moved to full time subbing. Bill is working to Alina to determine available budget for admin roles.
- o Alina and Bill will meet after the meeting to discuss finances.
 - o Jasmine noted that we need regular finance committee updates for the community and board members agreed.
 - o Nicole asked about whether we have our own bylaws and Bill responded that we do. She also asked about profit and loss statements being posted publicly.
 - o Ashley asked about the furniture and hallway plans; Bill noted that he needs four to eight people to help this weekend and that we will file a variance if needed when the construction starts. The DOE will need to approve our classroom setups.
 - o Jenn expressed concern about classroom supplies being damaged outside and we discussed the possibility of moving the tents and using more carts and bins for now.
- **8:06pm - Motion to close the meeting: Jennifer with Ashley's second.**

Next Meeting:
November 8, 2022
Coastal Waters Public Chartered School
2 Holland Way
Exeter, NH