

Michael Frome Academy

Draft - Agenda Board Minutes

1-3-2008: 8:00-9:00 p.m.

Stafford Public Library Commons Area, Woodbury

1. Call to Order 8:10 PM
2. Roll Call: All MFA board present; Laurel Tangen-Foster, MFA Startup coordinator
3. Misc. Attendees: Joan Blom, ELOM Academy; Richard Kavaney, construction attorney
4. Previous Meeting Minutes were amended to include added detail on item 10

OLD BUSINESS

5. Discussion of by-laws revisions was tabled to the next meeting; Jim needs to send original documents to Dick so he can track changes.
 6. Discussion of new Board secretary was tabled.
 7. MDE--facility site and start-up date--Laurel reported that she had contacted MDE and informed them of our facility situation; MDE does not have a problem with a 2009 startup date or an alternate (to Woodbury Xing) site for MFA facility
 8. Board membership: selection process to replace Amanda Snyder and Laurel tabled.
 9. MFA Board membership and insurance (through MSBA) were approved by the Board
 10. The contract for the Start-up Coordinator position was discussed. Motion by Kim, second Claire, to initiate a verbal agreement with Laurel, effective Jan. 1, to serve as start-up coordinator, tracking and logging hours accordingly; board will review the written contract draft presented by Laurel to the board on December 22nd (through email) suggesting and initiating modifications to the contract, which will be discussed at the next meeting for possible adoption. Motion carried unanimously, John and Jim abstained.
 11. Since the Library commons area was closing, the meeting was adjourned at 9:00 and moved to Caribou Coffee, 8320 City Center, Woodbury. The meeting was reconvened at 9:20 PM. and continued without change to the meeting agenda.
 12. Don, Kim, and Laurel gave an overview of their January 2nd meeting with Traci Laferriere, charter finance expert, and critical budget projections necessitating a lease-to-own agreement for a facility (at proposed Woodbury Xing site) that would not exceed \$2.6 million; Laurel presented financial analysis to board members showing enrollment projections and related lease aid; Laurel then gave the board an update on progress in facilities negotiations with Engstrom Co. for the proposed site at Woodbury Xing; an email from Bob Engstrom indicating a \$2.6 million total cost for this project was shared with the board; the materials list, specs, green features of the Engstrom proposal were also discussed by the board. Richard Kavaney presented his background as a construction attorney and offered to meet with Engstrom on behalf of the MFA for an estimated cost of 3-5 thousand dollars to assist with facilities negotiations; Laurel agreed to contact Cindy Murphy at MDE to see if federal grant monies can be used for facilities-related legal consulting costs.
- 20) Next meeting date was set for January 15 at 6:30 PM.
- 21) Adjourn 10:10 PM

Approved on _____

Jim Tangen-Foster, Board Chair

MFA Board