

**YouthBuild Philadelphia Charter School
Board of Trustees Meeting
1231 North Broad Street – 5th Floor
December 13, 2019
9:00 am - 11:00 am**

MINUTES

Present: Melanie McCottry, Sam Olshin, Kiley Smith Kelly, Marty Brigham, Jim Mergiotti, Timothy Daniel, Graham Brent, Chuck Esser

Attending Remotely: Darrell Davis, Keith Anderson, Roxanne Tillman, Nicole Connell, Tiffanie Talley- Baines, Jim Multari

Absent: Erin Horvat, Sai Yerrapathruni, Dave Thomas, Khalilah Lawson

Guests: Justine Sloyer, David Lacey

Staff: Scott Emerick, Juanita Miller, Adesanya Karade, Brian Leffler, Ted Molloy, Meredith Molloy, Allison Predjulek, Dannyelle Austin

The meeting was chaired and called to order at 9:07 a.m. by Board Chair M. McCottry.

Welcome and Approval of Resolutions: (M. McCottry)

M. McCottry welcomed guests to the meeting.

Minutes

The minutes of the regular board meeting of October 11, 2019. There were no corrections to these minutes. Seventeen (14) board members were present to vote on the following resolution:

- **Motion** by J. Mergiotti: **To approve the minutes of the October 11, 2019 board meeting as submitted.** Second by G. Brent, motion **unanimously approved.**

Business Items

- **Motion** to update language in [Updated Drug & Alcohol Policy](#) (attached) M. Brigham, second by C. Esser, **motion unanimously approved.**
- **Motion** on FY19 Financial Statement and FY19 990 by C. Esser, second by T. Daniel, **motion unanimously approved.**

Risk Management

- J. Mergiotti updated regarding the Ad Hoc Risk Management Committee is now formed. Each committee is represented consisting of J. Multari and G. Brent (Governance), K. Smith-Kelly and S. Yerrapathruni (Development), Mike McGuire and Jocie Dye (Finance), D. Thomas (Program), and T. Talley-Baines (HR).

Program

- The Governance committee met earlier this month and decided that the Board would participate in Lion's Story Training during a full day apart from the Board Retreat to help development among Board, staff, current, and alumni students around [YB Social Identities Goals](#).
 - Full day engagement to be scheduled and take place in May.
- B. Leffler gave an update re: Program Committee [Programming Outcome and Priorities Update](#) YTD retention and graduation rates, with comparative workforce tracks.

Facilities

- D. Austin gave an update on YB cafe space in West Philly, with lease slated effective for February 2020. Document to follow of final plans and financial projections, and then conversations around licensing and modification of curriculum for Business Scholars program.

Development

- K. Smith-Kelly updated Giving Tuesday's goal and additional contact engagement for the remainder of 2019-2020 year.

Motion by K. Smith-Kelly to adjourn the regular session of the Board meeting at 10:23 am, second by T. Daniel, motion unanimously approved.

Executive Session

- ED Review Process conducted with the Executive Committee and D. Lacey from 10:30-11 am.