

Board Meeting Minutes

June 10, 2024 – 5:00PM

The Board of Trustees of NYC Autism Charter Schools (NYCACS) met on Monday, June 10, 2024, at NYCACS East Harlem: 433 East 100th St., 2nd floor New York, NY 10029.

Attending Trustees:

Alvin Shih
Ashley Garrett
Ben Hartman
Carol Santiago-DeJesus
Christine Sandler
Elaine Florio
Hannah Hoch
Ilene Lainer
Mark Saretsky
Mitch Baum
Naeema Livingston
Paul O'Neill

Absent Trustees:

Alysia Steinmann

Attendees at the Invitation of the Board:

Julie Fisher, Executive Director
Tiffney Jones, Director of Finance

1. Call to order

- **Action:** The NYCACS general meeting was called to order at 5:04PM

2. Board Business

- **Minutes from the 05-20-2024 Board Meeting**
 - At 5:04PM, the minutes from the Monday, May 20, 2024 Board meeting were reviewed.
 - **Action:** At 5:04PM, Ms. Garrett made a motion to approve the minutes. Mr. Saretsky seconded the motion and the Board voted, unanimously approving the minutes. Mr. Hartman and Ms. Florio abstained as they were not in attendance at the May meeting.

3. Finance Committee

- **YTD April 2024 Financials**

- At 5:05PM, Ms. Jones reviewed the April 2024 financials. She reviewed operating, reserve, and escrow funds. Both East Harlem and the Bronx are doing slightly better than planned. This is primarily due to salary savings from staff turnover and leaves as well as interest income.
- **Input on Fundraising Document**
 - At 5:12PM, Ms. Fisher briefly reviewed a document created to better illustrate the funding gap between funds received (primarily through per pupil funding) and expenditures. Ms. Lainer and Ms. Fisher will meet to take a first pass at revising this document and better packaging fundraising needs. It will be reported on again at the next Board meeting in July.

4. Governance Committee

- **Governance Committee Recap**
 - At 5:15PM, Mr. O’Neill briefly recapped the discussion which took place at the last Governance Committee meeting. That committee was tasked with creating a Board skills assessment and, as a first step, is in the process of gathering existing Trustee bios. These will be circulated to Trustees for edits and updates.
- **Trustee Term Renewals**
 - At 5:19PM, Ms. Santiago shared that Mr. Shih decided not to renew his term and will step down from the Board. Mr. Shih expressed his high regard for the organization, leadership team and fellow Trustees. Ms. Fisher, Ms. Santiago, Ms. Garrett, Ms. Lainer, Mr. Hartman, Ms. Sandler and other Trustees shared their appreciation and gratitude for Mr. Shih’s service. He will be missed.
 - At 5:24PM, Ms. Garrett’s tenure was discussed.
 - **Action:** Ms. Sandler made a motion to renew Ms. Garrett’s term for another three years. Ms. Florio seconded the motion and the Board voted, unanimously approving Ms. Garrett’s retention on the Board for another term.
 - At 5:26PM, Ms. Hoch’s tenure was discussed.
 - **Action:** Mr. Hartman made a motion to renew Ms. Hoch’s term for another three years. Ms. Garrett seconded the motion and the Board voted, unanimously approving Ms. Hoch’s retention on the Board for another term.
 - At 5:29PM, Mr. O’Neill’s tenure was discussed.
 - **Action:** Ms. Sandler made a motion to renew Mr. O’Neill’s term for another three years. Mr. Saretsky seconded the motion and the Board voted, unanimously approving Mr. O’Neill’s retention on the Board for another term.
 - At 5:30PM, Ms. Santiago’s tenure was discussed.
 - **Action:** Ms. Florio made a motion to renew Ms. Santiago’s term for another three years. Ms. Lainer seconded the motion and the Board voted, unanimously approving Ms. Santiago’s retention on the Board for another term.

5. School and Other Updates

- **Plan for July Meeting**

- At 5:32PM, Ms. Fisher reminded Trustees that the date of the July Board meeting has been changed to July 22, 2024. Heads of School will be giving their end-of-year wrap-up at this next meeting.
- **August Retreat**
 - At 5:35PM, Ms. Fisher thanked Ms. Garrett for offering to host this year's summer Board retreat. It will be held at her home on Tuesday, August 27th. Timing and other details will be circulated in the coming week.
- **20th Anniversary Planning Committee**
 - At 5:36PM, Ms. Fisher updated Trustees on preliminary planning for the 20th anniversary celebration and asked for volunteers to participate. Ms. Hoch, Mr. Hartman, Ms. Florio, Mr. O'Neill, and Ms. Jones all volunteered.
- **Conflict of Interest Forms**
 - At 5:37PM, Ms. Fisher reminded Trustees to complete, sign, and return conflict of interest forms to Ms. Solomon.

6. Executive Session

- At 5:38PM, Mr. Hartman made a motion to move into executive session to discuss ED performance evaluation and future planning. Ms. Garrett seconded the motion at which point the board voted and the motion was unanimously approved.
- At 5:54PM, Ms. Sandler made a motion to move out of executive session. Mr. Baum seconded at which point the board voted and the motion was unanimously approved.

7. Closing Items

- **Action:** At 5:55PM, Mr. Saretsky made a motion to adjourn the meeting. Ms. Florio seconded the motion at which point the Board unanimously voted to adjourn the meeting.