### **Tall Pines STEM Academy Board Meeting Minutes**

### **Meeting Date: November 16, 2023**

### **Location: Tall Pines Campus – Camp Long, Aiken South Carolina**

### **Commencement Time: 5:00 pm**

Presiding: Michelle Lorio

1. **Meeting Opening:** 
   1. Michelle Lorio called the meeting to order at 5:06 pm. Mandy Sims read the mission. Mandy Sims called roll and a quorum was established.
   2. Meeting Attendance:
      1. Present:

Michelle Lorio, Jennifer Minolfo, Lori Mastromonico, Mandy Sims, Kelly Schepens, David Tamburello, Melissa McKnight, Joel Stewart, Cheryl Fogle, Jeremy Greene

* + 1. Absent: None
    2. Public members: No public members

1. **Old Business:** 
   1. None
2. **New Business**
   1. Welcome New Board Members
      1. Cheryl Fogle
      2. Joel Stewart
      3. Jeremy Greene
   2. Reviewed requirements of board members
      1. Training
      2. Confidentiality Agreement
      3. Conflict of Interest
      4. Use of TPSA email and Shared Drive
   3. Presentation - Overview of TPSA and CULI relationship
      1. Motion was made to move this topic to the end of the meeting. Mandy Sims motioned for this topic to be moved to the end of the meeting and it was seconded by [Kelly Schepens](mailto:kschepens@tallpinesacademy.com). Vote was unanimous.
3. **Matters for Decision:**
   1. Approval of Meeting Minutes:
      1. August 2023
         * Jennifer Minolfo motioned to approve the August 2023 meeting minutes and it was seconded by Kelly Schepens. Vote was unanimous.
      2. September 2023
         * Michelle Lorio motioned to approve the September 2023 meeting minutes with corrections and it was seconded by Jennifer Minolfo. Vote was unanimous.
      3. October 2023
         * [Kelly Schepens](mailto:kschepens@tallpinesacademy.com)motioned to approve the October 2023 meeting minutes and it was seconded by Melissa McKnight. Vote was unanimous.
   2. Approval of October 2023 Financials
      1. Pending additional information and will be approved in January 2024.
   3. TPSA Board of Directors Roles for 2023-2024
      1. The following roles and selections were discussed:
         * Chair - Mandy Sims
         * Vice Chair - [David Tamburello](mailto:dtamburello@tallpinesacademy.com)
         * Secretary - [Jennifer Minolfo](mailto:jminolfo@tallpinesacademy.com)
         * Treasurer - Joel Stewart
      2. Melissa McKnight made a motion to approve board positions and it was seconded by Kelly Schepens. Vote was unanimous.
   4. Executive Session
      1. None
4. **Matters for Discussion**
   1. Fundraising Committee Update
      1. Lori Mastromonico provided updates as follows:
         * Snow Cones $500 profit
         * Fan Store $600 profit
         * Hot Chocolate will be sold in December and throughout the Winter months
         * T-Shirts designed by students will be sold to support the purchase of additional PE equipment
         * Various candy sales are being done by parents to assist in offsetting the cost of upcoming field trips.
5. **Matters of Noting:**
   1. Next Board of Director training will be on December 4th, 2023.
   2. School/Principal’s Update (Lori Mastromonico)
      1. Principals Update
         * Spooky to be Hungry - $1000 and 1600 items were donated
         * Sockober just wrapped up
         * Next Tuesday is Pack Wars with each pack doing a service project around campus this day.
   3. Board Meeting dates for 2023-2024
      1. All meetings will be held at TPSA and will begin at 5:00 pm.
         * Jan 18, 2024
         * Feb 20, 2024
         * Mar 21, 2024
         * Apr 18, 2024
         * May 16, 2024
         * Jul 18, 2024
         * Aug 15, 2024
         * Sep 19, 2024
         * Oct 17, 2024
         * Nov 21, 2024
6. **Meeting Finalization:**
   1. Review actions to be taken:
      1. October Financials will be presented and approved in January
   2. Comments:
      1. None
   3. Meeting close:
      1. It was motioned by Michelle Lorio to adjourn the meeting. It was seconded by Melissa McK
      2. night and approved. Meeting was adjourned at 5:35 pm.