

**Tall Pines STEM Academy Board Meeting Minutes**  
**Meeting Date: January 21, 2020**  
**Location: Tall Pines Campus – Camp Long, Aiken South Carolina**  
**Commencement Time: 4:30 pm**

Presiding: Jobina Wiemer

**1. Meeting Opening:**

- a. Jobina called the meeting to order at 4:33 pm and read the mission. Mandy called roll and a quorum was established.

**2. Meeting Attendance:**

- a. Present:
  - i. Maureen Carrigan, Brad Siedschlag, Patsy Smith, Jobina Wiemer, Mandy Sims, Russell Stillinger, Tim Meesseman, Tara Heuberger, Tim Behling (arrived at 5:30pm), Michelle Lorio
- b. Absent:
  - i. Bridget Coleman
- c. Public members:
  - i. Brad introduced two guests, Gracie and Katie. They are students who presented their project to the board, and the assignment was to come up with a product to market.
    - The product was a face wash in lavender, vanilla, and lemon scents
    - They wrote a professional business plan that included profits, labor expenses, and product research
    - Lastly, they presented their product in the style of Shark Tank where the judges picked three groups to invest in

**3. Matters for Decision:**

- a. Approval of Minutes:
  - i. The December minutes were reviewed. A motion was made by Russell to approve the minutes for December and seconded by Maureen for approval.
- b. Monthly Financials:
  - i. We covered October, November, and December 2019 due to the delay from the audit
    - A mistake was identified and corrected. It was never caught during audits. Steps are being taken to balance everything properly and not make the same mistakes moving forward
    - Charter District of SC is the lowest funded district in South Carolina
    - A motion was made by Russell to approve financials and seconded by Tara.
    - Financials were accepted.
    - Additional steps to be discussed in February
- c. Adjourn to Executive Session:
  - i. There were no matters to discuss in Executive Session.

#### **4. Matters for Discussion**

- a. Augusta Communications provided a quote for the security concerns mentioned in the December 2019 meeting. This included 30 radios, a one-time FCC license, a refundable engineering study, and a delivery fee.
  - i. Total cost is \$9,450
  - ii. Alternatively, they can be leased
    - \$475/month for 24 months
    - \$325/month for 36 months
    - \$192.50/month for 48 months
  - iii. It was suggested that we do a fundraiser to get the funds or apply for a grant
  - iv. Discussion is being tabled until a second or third quote is gathered
- b. Finance Committee Updates:
  - i. No updates from Dr. Carrigan
- c. Lottery Procedure Reviewed:
  - i. Each application is assigned randomly to a number
  - ii. All 200 numbers are laid out as proof and drawn
  - iii. Details about priority to be discussed at another meeting
- d. Jobina suggested we amend the current enrollment procedures to reflect the expansion of students
- e. Motion to add safety and security update
  - i. Motioned by Maureen and seconded by Mandy
- f. Assignments for lottery on February 18<sup>th</sup>:
  - i. Mandy to pull numbers
  - ii. Jobina verbally states the numbers
  - iii. Michelle documents the numbers
  - iv. Maureen duplicates the numbers on the board

#### **5. Matters of Noting:**

- a. Enrollment Interest and Upcoming Lottery
- b. School/Principal's Update (Brad)
  - i. We need science fair volunteers
  - ii. Aiken Electric Co-op (Keyatta Priester) toured the school
    - Showcase on February 12<sup>th</sup> (9am-11am)
    - Public will be invited in
  - iii. Washington DC trip for 8<sup>th</sup> graders is coming up on March 1<sup>st</sup>
  - iv. Calendar needs to be approved
    - Very similar to ACPSD calendar
    - Adding to the agenda for February's board meeting

#### **6. Meeting Finalization:**

- a. Review actions to be taken:
  - i. Tara to be added to the bank account
  - ii. Notify Brad if available to be science fair judge
  - iii. Share announcements on social media about lottery and expansion

- iv. Mandy to look into safety and/or security grants
  - v. Russell to find 2<sup>nd</sup> or 3<sup>rd</sup> quote for radio system
  - vi. Attend the showcase on February 12<sup>th</sup> if possible
  - vii. Complete the Conflict of Interest statement (turn in to Jobina)
- b. Next Meeting:
  - i. February 18, 2020 at 4:30 pm., immediately followed by lottery at 6pm
- c. Comments:
  - i. None
- d. Meeting close:
  - i. It was moved by Maureen to adjourn the meeting. It was seconded by Tim M. and approved. Meeting was adjourned at 5:55 pm.