



MINUTES OF A MEETING OF THE BOARD OF TRUSTEES OF THE
MOTT HALL CHARTER SCHOOL

January 17, 2012

A regular meeting of the Board of Trustees (the "Board") of the Mott Hall Charter School (the "MHCS"), was held at **Casita Maria, 928 Simpson Street, Bronx, NY on January 17, 2012**, beginning at approximately 5:30 p.m. local time pursuant to notice duly given.

The following Trustees were present in person at the meeting: **Patrick Awosogba, Sarah Calderon, Xenia Cox, Peter Oroszlany, Natalie Thompson and Bob Lesser, Executive Director of MHC.**

Brenda Bravo and Marco Carrion were absent from the meeting.

Also present at the meeting, as an invited guest was Dirk Tillotson of the New School Incubator.

Bob Lesser and Sarah Calderon presided at this meeting, and Natalie Thompson recorded the minutes as secretary.

After noting that a quorum was present, the meeting was called to order.

1. Appointment of Officers and Directors. The formal appointment of Board Chair, Secretary, were reviewed and unanimously approved. See Attachment A – List of Appointments
2. Adoption of By-Laws, Code of Ethics, Conflict of Interest policies and FOIL. The Board reviewed, edited and unanimously approved MHC By-Laws, Code of Ethics and Conflict of Interest policies.
3. Creation of Committees and selection of Committee members. The Board reviewed Committee structures and unanimously approved the following two Committees; Executive Committee and Finance and Operations Committee. It was decided that a Task Force could be created on an as need basis. See Attachment A – List of Appointments
4. Review and Adopt Calendar of Meetings. Mr. Lesser discussed the proposed 2012 MHCS calendar of Board meetings. The Board unanimously approved the 2012 calendar of meetings.



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5. Executive Director updates. Mr. Lesser gave a status update on the following;
- A. Staffing - Principal and Director of Operations Hire
 - B. Facility/Space Updates - lease agreement, temporary space
 - C. Technology for MHCS – E- Rate
 - D. CSP Planning grant
 - E. Insurance coverage
 - F. Accounting Systems and Financial Policies- audit firm selected
 - G. MHCS Website Development – web developer selected and demo of site scheduled for March 15th
 - H. MHCS Logo review
6. Other Business. Sarah Calderon raised the following discussion points;
- A. Creating a Fundraising Strategy
 - B. Implementing a review process for inviting members to the board

The Board unanimously approved the formation of a Fund Raising Task Force and will review process for inviting members to the Board at the next scheduled meeting.



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7. Adjournment. There being no further business to come before the Board, the meeting was adjourned at 7:30 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Natalie Thompson', written over a horizontal line.

Natalie Thompson
Secretary

APPROVED:

A handwritten signature in black ink, appearing to read 'Sarah Calderon', written over a horizontal line.

Sarah Calderon



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Attachment (A) – List of Appointments

MHCS Board of Trustees

Patrick Awosogba, Treasurer

Brenda Bravo, Vice Chair

Sarah Calderon, Chair

Xenia Cox, Officer

Peter Oroszlany, Officer

Marco Carrion, Officer

Natalie Thompson, Secretary

MHCS Board Committees/Committee Members

1. **Executive Committee**

Sarah Calderon, Chair

Brenda Bravo, Vice Chair

Patrick Awosogba, Treasurer

Xenia Cox, Officer

2. **Finance /Operations Committee**

Sarah Calderon, Chair

Patrick Awosogba, Treasurer

Peter Oroszlany, Officer



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MHCS Task Force

1. Fund Raising Task Force

Sarah Calderon, Chair

Natalie Thompson, Secretary

Bob Lesser, Executive Director of MHCS