**Board of Trustees Meeting Minutes**

**Virtual Meeting due to School Closure - April 16, 2020**

A regular meeting of the Board of Trustees (the “Board” or “BoT”) of the Mott Hall Charter School (the “MHCS”) was held on the above date beginning at 5:35 p.m. local time pursuant to notice duly given.

**Attendance**

● The following Trustees were present virtually: Natalie Thompson, Sandra Lugo, Jason Caldwell, Sarah Calderon, Karen Bhatia

● Board members absent: Roberto Rodriguez

● The following school staff members participated virtually: Connie Lobdell, Executive Director; Suzanne Trice, Director of Operations

● Other: Bob Lesser was present virtually. Guest/Prospective Board member, Kevin Murungi was present virtually. Josh Moreau from BoostEd was present virtually.

**Call to order, Public Comment and Board Discussion**

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

**Discussion**

● Ms. Lobdell updated the Board on the “state of the school” updating the Board on Remote Learning program due to COVID19. The Board was updated on the pre-closing planning and the NYC DOE and State closure announcement as well as the re-entry plan that would be developed at a later date.

● Josh Moreau updated the Board on financials and the SBA/PPP loan that was applied for in response to the COVID19 crisis. Mr.. Moreau explained the purpose, process and requirements of the loan. Thompson, Calderon, Lugo, Bhatia voted to move ahead with the loan process and accept the loan if approved.

● Ms. Trice walked the Board through the Accountability Dashboard, finished with Financial Statements, current budget information. Ms. Trice updated the Board with a COVID 19 Family Drive in addition to the Annual Appeal Campaign and will provide updated reports at the next meeting.

● The Board discussed the Employee Compensation Overview and agreed that the Executive Committee would work offline to approve sections and return to the Board with the final document to get Board approval.

**Committee and Task Force Updates**

● The Executive Committee updated the Board on Board recruitment efforts

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**Board Motions and Approvals**

1. The Board reviewed and unanimously approved the March 2020 meeting minutes.

**Adjournment**

There being no further business to come before the Board, the meeting was adjourned at 7:00 p.m. 

Respectfully submitted,

Natalie Thompson, Chair

APPROVED:

Name: Sandra Lugo Signature: Date: April 16, 2020

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