



Board of Directors Meeting Minutes

Habitat for Humanity Offices
31 Meadow Road
Asheville, NC
9/10/24 5:30PM

Present: Dwight Mullen, Crystal MacKinnon, Gene Bell, Kathey Avery, Andy Barnett, Kerry Friedman

Staff: Kidada Wynn, Camesha Minto

- 5:40PM: GB Commences meeting.
- Approve 9/10/24 consent agenda: DM motions, CM seconds, none oppose.
- Approve 8/13/24 Minutes: DM motions, CM seconds; none oppose.
- 5:41: GB opens for Public Comment; there is none.
- DM nominates David King to join the Board; KF seconds; none oppose.
 - Discussion ensues regarding additional members, noting that the Charter allows the Board to expand to 11 members; however, the Board prefers to keep it to nine, leaving one open seat.
 - KA brings up Melanie Franklin. The Board requests that Kathey see if Ms. Franklin is still available and if she is capable/willing to be the treasurer. The Board discusses the need to recruit a treasurer. GB asks members to consider individuals to nominate specifically for that position.
- Facilities
 - Trinity is close to subleasing the space. AB will schedule final walk through when we have fully vacated. We will leave HVAC equipment with Trinity. The awning has been removed, and repairs to ceiling tiles will be completed this week. The dumpster will also be removed this week.
 - Concerns regarding the new walls at Edington not going all the way to the ceiling and the noise issues between classrooms are discussed. GB is working with John Legerton, architect, to find a solution.
 - Lack of a security perimeter at Edington and ability to see into classrooms from the street side are also ongoing concerns.

- AB suggests that we re-assess the new space 60 days into the school year and seek relevant feedback from staff; and then try to fix any issues that have arisen over winter break.
- No finance report this month; however, Joyce's contract needs to be renewed. KF and KA will follow up with Joyce to address her new contract.
- School Leader's Report (Kidada)
 - KW reports that enrollment was 39 scholars less than expected, in part due to confusion surrounding PEAK's occupancy of Edington.
 - There is also misalignment between PEAK's legal requirements as a school (security, etc.) and the after school program. After school is entering prior to the end of the school day, and our classrooms are being used. There is a need for securing laptops and supplies after hours since classrooms can no longer be locked.
 - GB requests that a copy of the lease be sent to the Board. AB and KF will review and follow up accordingly.
 - Ms. Minto highlights the need for additional manpower (more IAs) for proctoring testing and the difficulties that have been faced with inadequate internet speeds since the move. GB asks if volunteers could facilitate testing; they can with appropriate training. KW requests that potential volunteers contact Ms. Kimberly at the front desk. GB suggests adding a volunteer interest link to the website. Ms. Minto notes that parents can proctor IF their scholar is not in that particular classroom.
 - KW reminds the Board that we currently do not have a playground; possible discussions like utilizing the Grant Center are discussed.
 - Ms. Minto and KW breakdown the school rating and highlight reasons for it, such as scholars coming into PEAK in the upper grade levels, thus not benefiting from PEAK since K. GB asks for a "cheat sheet" for the Board to use when addressing concerns surrounding this issue.
 - KA asks if we can amend the charter to slow down the addition of grade levels. Discussion ensues about strategies to focus enrollment on lower grade levels.
 - KW reminds the Board of the upcoming fundraiser scheduled for October 17. The Board agrees that we should scale down the event in light of the recent move. KW suggests we include the scholars and families in the event.
- Mrs. Wynn presents the details of her prospective new contract and provides a handout outlining her request and the reasoning for. The Board will discuss in closed session and GB will follow up with KW.
- 8:15PM: KF moves the Board go into closed session to discuss personnel; AB seconds; none oppose.

- 9:04PM: KF moves the Board come out of closed session; AB seconds; none oppose.
- GB adjourns the meeting.