

# Alamance Citizens for Education, Inc.

Meeting of the Board of Trustees

Amtrak Station, Burlington

June 21, 2007

## Minutes

Directors – Jeff Andrews, Joe Barbour, Chris Davis, Jeff Ellington, Sylvester Lewis, Becky Loy, Barbara Massey, Terry McNeill, Barbara Sellars

Proxies – Tina Manning, Jerry Dillashaw, Michelle Ammann, La Rosa Pinnix-Bailey

Non-voting Ex officio Member – Dr. Randy Bridges, Superintendent-ABSS

Tutoring & Mentoring Coordinator – Janice Stone

Executive Director – Allison Gant

The Meeting of Board of Directors was called to order by ACE President, Dr. Terry McNeill at 12:05 P.M. Invocation was by Dr. McNeill.

Minutes – Janice Stone moved that minutes of the May meeting of the Board of Directors be approved with three corrections. Sylvester Lewis seconded the motion. The motion passed.

Treasurer's Report – Becky Loy distributed copies of the Profit & Loss Budget vs. Actual for January through December, 2007 with a net income of -\$28,053.73 and the Balance Sheet as of June 21, 2007 with a total of \$73,992.25. \$15,000 of the Balance Sheet total is earmarked for Tutoring & Mentoring. She stated that we are presently short on donations and she suggested that when we have fundraisers we not earmark those funds for specific areas. Chris Davis moved for approval of an amended budget. Sylvester Lewis seconded the motion. The motion passed. President McNeill thanked Becky for the work which she has done as treasurer.

### Committee/Subcommittee Reports

#### A. Organizational Development Committee – Jeff Andrews

- The committee recommended that we move forward with On Line Banking. We can get On Line Banking at Suntrust Bank for no charge. Direct Deposit would cost \$39.95 per month. A motion came from the committee to set up On Line Banking and Direct Deposit. After a discussion of concerns about the cost of Direct Deposit, Jeff Andrews withdrew the motion coming from the committee. The board agreed that we could move forward with On Line Banking and to vote on Direct Deposit at the July meeting.
- The committee recommended that we apply for a credit card for Allison and Janice with a credit limit of \$5,000 per month. A policy will have to be written for the use of the card. Chris Davis moved that we apply for the card. Jeff Andrews seconded the motion. The motion passed. Allison has the application and will complete and submit it.

- Office Space – Wachovia has agreed to provide office space for ACE for no charge. The space includes three offices, a conference room, and waiting area. ACE may remain there as long as they have the space or as long as we would like to stay. AT&T will be the phone provider at approximately \$275.00 per month. Cable Service connection will cost \$240.00. Wachovia has donated furniture which will cost \$1384.00 to be moved from N. Wilkesboro, NC. The furniture will be moved by July 12<sup>th</sup>. The motion coming from the committee to spend the amounts listed above was passed.
- Vacation Policy – This policy needs to be amended to make clear that the 24 vacation days for the Executive Director will be earned over the course of a year.
- Chris Davis moved that we pay Mary Erwin \$30.00 per hour for six hours of consulting. Jeff Andrews seconded the motion. The motion passed.

#### B. Program of Work Committee – Allison Gant

- Because of low attendance at the Community Forums sponsored by ACE, a decision was made to assist schools and provide them with resources to host their own forums. It was discussed that ACE host forums on school/educational issues with panels of speakers from ABSS, County Commissioners, and School Board members.
- Science and Technology grants have been awarded and checks were issued on June 13<sup>th</sup>.
- Parent Involvement Grants – Deadline for 2007/2008 grant use and report has been moved to March, 2008. New grants for 2008/2009 will go out in May, 2008. Two deadlines will be offered: August 1, 2008 - Checks will be distributed by September 1, 2008; and September 1, 2008 – Checks will be distributed by October 1, 2008.
- “ACE Education Minute” will continue this fall.
- Checks will be issued to all teachers who are new to ABSS for the 2007/2008 year and to lateral entry teachers who were employed after teachers received checks for the 2006/2007 year.
- ACE will sponsor a Principal’s Breakfast on July 31, 2007 at the Moseley Center on the campus of Elon University. Dr. Bridges supports this breakfast.
- Two summer interns from Elon University are eager to work on the website. ACE has applied for a Fall work-study student from Elon.
- Report - Janice Stone, Tutoring & Mentoring Coordinator – See attached copy

#### C. Resource Sustainability Committee – Chris Davis

- Presented proposal for Dillard’s Charity Night Pre-Grand Opening. Our goal is to sell 1000 tickets at \$5.00 each (children under 10 – free). ACE will receive proceeds from this pre-grand opening. All board members are encouraged to sell tickets – 20-50.
- Resources for Funds – “Stage Struck” (a countywide talent show) and a Dinner Fundraiser with a well known person as speaker.

- Future Projects – Play at Paramount, mailings to solicit donations, Corp solicitations, and selling the “A+” at grocery stores.
- Working with ABSS to solicit donations from staff.

Remarks – Dr. Randy Bridges, Superintendent, Alamance-Burlington School System – Dr. Bridges reported that he expects the new elementary school to be ready to open in August. A new principal has been named for Newlin Elementary School and negotiations are in progress for a principal for Pleasant Grove Elementary School. He thanked the board for support on the budget. He stated that ABSS got almost everything that they asked for and the system may get additional teacher positions from the state.

Executive Director’s Report – Allison Gant

- Read note from Michele Terry – Thanks for ACE’s support of NIE.
- Announced that ACE will be moving to new office located at 500 S. Main Street on July 12, 2007. New mailing address is P. O. Box 100, Burlington, NC 27216.
- Asked to move next board meeting to July 17, 2007. Board agreed.
- Read letter of resignation from Dr. Lane Anderson. It was moved by Sylvester Lewis that we accept his resignation. The motion was seconded by Barbara Massey. The motion carried. We need a replacement for Dr. Anderson.

Old Business

- Strategic Planning – Details will be sent to board members.
- Office Space – Space will be provided by Wachovia Bank

New Business – None

Please make note of future meeting dates listed at bottom of agenda.

The meeting was adjourned.

Submitted by:

Barbara L. Sellars, Secretary