

**GREEN WOODS CHARTER SCHOOL  
BOARD OF TRUSTEES**

**MEETING MINUTES  
March 25, 2009  
Green Woods Charter School**

**Board Members Present:**

Joan Carr (Treasurer), Julie Stapleton Carroll, Kevin Godshall (President), Matt McClure, Rick Meketon, Tom Schrand, Barry Sunshine (Vice President), Dennis Wesley, Dennis Winters (Secretary)

**Board Members Absent:**

Kristina Skladaitis (Non-voting)

**Staff Present:**

Dana Lotkowski (Business Manager), Mike Whisman (GWCS Accountant)

**Others Present:**

Christy Coughlin, Kim Birkmire, Ann Marie McNichol

**CALL TO ORDER**

Kevin Godshall, Board President, opened the meeting at 8:10 P.M. Godshall announced that the Board had met in executive session prior to the Board meeting.

**ROLL CALL**

Dennis Winters, Board Secretary, took roll call and noted that the only member of the board that was not in attendance was Kristina Skladaitis.

**MINUTES**

Meketon moved approval of the February 2009 minutes, Schrand seconded the motion, and the minutes were approved unanimously and without changes.

**COMMITTEE REPORTS**

**Business Report:** Mike Whisman reviewed the February 2009 financial reports and Transactions by Vendors list with the Board.

**Finance Committee Report:** Joan Carr said that the committee would be meeting with Jean several times to work out the budget.

**Facility:** Kevin Godshall reported on the re-paving the asphalt on the play ground. The low bid was from KV Paving with a cost of \$875 with half to be paid by Green Woods. Dana said that termite swarms have been spotted near the girls' bathroom and that if chemical pesticides were to be applied it should be done during Easter break or over the summer.

**Home and School Committee:**

No report

**SCHOOL LEADERSHIP TEAM REPOT:**

No report

**OLD BUSINESS:**

No report

**NEW BUSINESS:**

- Creation of Board Nominating Committee
- Confirmation that we do have D & O insurance
- Confirmation that we do have Bonding for anyone with the ability to sign checks
- Code of Accountability – PA Charter School Coalition
- Corrective Action Plan
- Board Procedures

**PUBLIC COMMENT:** It was mentioned by a member of the public that normally all the financial reports are made available to the members of the public in attendance.

**RESOLUTIONS:**

**3/25/09-1 BE IT RESOLVED** that the Board of Trustees approves the February 2008 bills list. Moved by Stapleton-Carroll, seconded by Meketon, carried unanimously.

**3/25/09-2 BE IT RESOLVED** that the Board of Trustees approves the hiring of Santilli & Thomson to perform an Audit of Business Practices for the Green Woods Charter School at a rate not to exceed \$2,400. This consultant shall work for the Board of Trustees. All communication with the Business Consultant will be done openly between the CEO, Business Manager, and the Chairperson of the Finance Committee. Moved by Wesley seconded by Schrand, carried with one nay and one abstention.

**3/25/09-3 BE IT RESOLVED** that the Board of Trustees hereby approves the Audit Action Plan requested by the PDE as corrected by Dana Lotkowski. Moved by McClure, seconded by Carr, carried unanimously.

**3/25/09-4 BE IT RESOLVED** that the Board of Trustees hereby approves the hiring of KV Paving to reseal the play area at a cost of \$875, half the cost to be borne by Green Woods (\$438). Moved by Winters, seconded by Godshall, carried unanimously.

**3/25/09-5 BE IT RESOLVED** that the Board of Trustees agrees to engage Staffing Plus for a term to be determined by the CEO. Moved by Meketon, seconded by Stapleton Carroll. Motion to Table by Wesley, seconded by Godshall, carried unanimously.

**3/25/09-6 BE IT RESOLVED** that the Board of Trustees agrees to reconstitute the Nominating Committee with its membership to be determined. Moved by Winters, seconded by Sunshine, carried unanimously.

**3/25/09-7 BE IT RESOLVED** that the Board of Trustees approves Kevin Godshall, Barry Sunshine, Joan Carr, Dennis Winters, Jean Wallace, and Dana Lotkowski as signatories on the TD Commerce bank account(s). One signature must be that of a board member.  
Moved by Godshall, seconded by Carr, carried unanimously.

**PUBLIC COMMENT (general topics)**

None

**ADJOURNMENT**

Wesley moved to adjourn the meeting, Sunshine seconded, carried unanimously. The regular meeting ended at 9:21 P.M. The next board meeting will take place on Wednesday, April 29<sup>th</sup>.

Respectfully submitted,

A handwritten signature in cursive script that reads "Dennis R. Winters".

Dennis R. Winters  
Secretary to the Board

All Minutes on file at GWCS.