

**MSSM Board of Trustee
Meeting Minutes
December 6, 2014
Maine School of Science and Mathematics
Orono, Maine**

Board Members and Officers present were: Dr. J. Pieh, Chair; Mrs. K. deLutio, Dr. D. Haines, Dr. W. Specht, Mr. J. Judd, Co-Chair; Dr. C. Kesselheim, Mr. D. King, Ms. S. Lowry, Mr. F. Woodman, Mr. L. Shorty, Secretary/Executive Director.

Officer present: Mr. M. Lambert, Treasurer.

Board members present via phone: Ms. D. Gordon, Ms. C. Voyer, Dr. C. Wray, Mr. G. Ostermann, and Dr. B. Sullivan.

Others present via phone: Ms. L. Costello, Mr. M. Grillo, Mr. M. McCartney and Dr. C. Givens.

Others present were: Mrs. M. McGuire, Ms. C. Monroe, Ms. B. Brusila, Dr. A. Haines, Mrs. B. Symonds, Mr. S. Symonds, Dr. N. Richardson, Mr. A. Whittemore and Mr. A. Thompson.

I. Meeting Convened

The meeting was called to order by Dr. Pieh at 2:11 pm followed by introductions.

II. Reports

- a) Faculty: Dr. Sullivan delivered his report. He expressed several concerns of the faculty (admissions, growth, morale, curriculum, hiring timelines, etc.)
- b) Student Senate: Mr. Ostermann gave the Student Senate report. He described various activities both past and future as well as an addition of a Foosball table and a request for a water purification system for the dorm kitchen.
- c) Parent Association: Ms. Brusila updated the Board on recent activities of the MSSM PA including the recent acquisition of new chairs for the dorm kitchen. She also reported on the regional MSSM PA meetings and the favorable response by the parents.
- d) MSSM Foundation: Mr. Thompson reported on recent personnel changes at the Foundation and the ongoing work to update mailing lists. He also updated the Board on the status of the funding for the Greenhouse Project and a new project to fund a laser cutter for the maker space. He stated that the Foundation Board is in need of numbers and asked that he be made aware of any potential candidates.
- e) Mr. Shorty gave a brief report on the Five Year Plan. He noted that we are in the 3rd year of our five year plan and that it was time to consider a major review of the plan to update it.

III. Consent Agenda

1. On a motion by Mr. King with a second by Dr. Specht, the Trustees voted unanimously to accept the minutes of the September 6, 2014 BOT meeting.

IV. Public Comments

Mr. Symonds recommended that IT infrastructure be included in the 5-year plan at the next revision.

V. Action Agenda

Finance: Mr. King reported that the FY'16 budget is scheduled for presentation at the March Board Meeting. Mr. Shorty updated the Board on recent discussions with the MeDoE concerning a funding increase over the next biennium. A discussion concerning possible different scenarios for the Finance Committee's compensation plan was held. The feedback from this discussion will be integrated into the policy work currently under development.

On a motion by Mr. King with a second by Mr. Woodman, the Trustees voted unanimously to approve a retroactive pay raise of 1% + \$446.68 for all employees who were on contract on June 30, 2014.

Mr. Woodman, Chair of the Audit Committee, presented the FY'14 financial audit and on behalf of the Audit Committee moved for its ratification. After a second by Mr. King, the Board of Trustees voted unanimously to accept the audit as presented.

Governance Committee: Dr. Haines noted that there is currently one vacancy on the Board of Trustees and a Board selection process should be developed to make nominations to the Governor to fill positions.

He noted that the policy committee had not met in the last quarter and Mr. Lambert assured the Board that the policy committee would resume meetings shortly now that we are fully staffed again.

Program Committee: Dr. Kesselheim updated the Board on items under active discussion by the Committee. These included the ongoing process of program review as well as discussion of the school's growth in enrollment.

Advancement: Ms. Gordon discussed enrollment and grade levels of admission candidates which are under review by the Advancement Committee and asked for everyone's assistance in assembling material for a special section to be issued by the Bangor Daily News to celebrate the School's 20th year.

VI. Adjourn

Dr. Pieh thanked the Board for an excellent meeting and entertained a motion to adjourn; the motion was made by Dr. Kesselheim, seconded by Dr. Specht, the Trustees voted unanimously to adjourn.

The meeting adjourned at 4:28 pm.

Respectfully submitted,

Luke C. Shorty
Executive Director/Secretary

Next meeting will be Saturday, March 14, 2015 at Orono, Wells Conference Center.