

# First State Military Academy Board Meeting

May 23, 2017

Moment of Silence

Quorum present, meeting called to order @ 5:33 p.m.

**Board Members Present:** S. Kidner ; C. Martin; T. DeVary; S Sack; J Berg.

**Staff/Founding Committee Members:** Commandant, COL Wallace.

Motion to Approve Amended Agenda (addition of Exec Session) , 2nd, Passed 5 to 0

**Opening Remarks:**

**Secretary's Report:** April minutes presented, Motion to Approve, 2nd Passed 5 to 0

**Public Comments:** None

**Treasurer's Report:** Presented WSFS banking statements for Apr '17 reflecting \$6547.35 in account, that includes \$3125 to Strongpoint and \$210 to Delmarva Digital. Report submitted.

Strongpoint - status on email survey (recently amended by us) and lists from Board members to Jim B. Focus groups/expectations are after survey data is compiled. Brief discussion about Donor Perfect data base for capital campaign/approx \$300 to purchase. Overall program is about 1 1/2 months behind.

**USDA** - all paid out of AS#13 to Ventresca except for remaining \$17000+. Payment plan established /finishes in November. Further discussion about Assurance Media and remaining invoices. ERate payments less than expected. Ask USDA to allow for one more AS to be submitted for AM.

**Finance Report:** Commandant presented April numbers and budget narrative. Revenues from state and local are 100% received. Overall budget revenue is 101.75% for FY'17. Only small cafeteria, rental and athletics monies coming in for rest of May and June. Summer encumbrances are funded.

Discussion about "Impact Statement" on expense items not originally developed for start-up operations - such as: Marine salaries; busing from around the state; capital expenditures outside of USDA loan; new computers every year; unexpected HVAC rebuilds and replacements.

Motion to accept the Web Monthly Finance Report, 2nd, Passed 5 to 0.

CBOC: Chair Jenn D. - No Report.

**Commandants Report:** Incoming enrollment now at approx. 129 freshman applications accepted. 348 total applications. Total enrollment is 401 Cadets for September. Open House event set for Sat. 3 June at 0900.

Executive Session requested for personnel matters. Motion for Exec. Session, 2nd Passed 5 to 0 at 6:24 PM. Discussion about loss of a staff member.

Motion to close Exec. Session, 2nd, passed 5 to 0 at 6:32 PM

No motion required as result of Exec Session.

Commandant offered further items for discussion: FY17 Audit by Barbacane. Moving tax preparation from Faw Casson to Barbacane, to include Form 990 for FSMA. POCS will do our budgeting for next year as well - report attached.

SMI gave a brief on various programs - including numerous dates for Camps, including Cadet Leadership Camp at Bethany Beach Training Site 25 - 29 June 125 Cadets signed-up, and Marksmanship Camp 1-3 August.

**Committee Reports:**

**Tony DeVary (Academic):** Report Attached. Discussed SAT and PSAT testing and results. Showed FSMA made improvements in our test scores. Also presented school climate reports showing areas of improvement, but strong report...all green or black numbers.

**Dawn Fiore (Communication/Marketing/Enrollment):** No Report.

**Open (H/R):** This committee shall be discontinued until call of the Chair.

**Open (Facilities):**

O Course Ribbon Cutting is set for Friday 26 May at 1245 hrs.

**Organizational Issues:**

Discussion about new Board members needed - asked for potential names.

**Next Meeting:** 27 June 2017 at 5:30 p.m. at First Military Academy, Clayton, DE.

**Closing Remarks:** Regular Meeting adjourned at 7:05 PM.