

First State Military Academy Board Meeting

December 20, 2016

Moment of Silence

Quorum present, meeting called to order @ 6:37 p.m.

Board Members Present: S. Kidner ; J. Berg; C. Martin; J. Durham, D. Fiore; K Donnelly; D Dinger.

Founding Committee Members/Staff: Commandant, Arles Wood, BM/FSMA, COL Wallace.

Motion to Approve Agenda, 2nd, Passed 7 to 0

Opening Remarks:

Secretary's Report: Sept. minutes were not presented. November minutes were presented. Motion to accept minutes, 2nd, Passed 7 to 0.

Public Comments: None

Treasurer's Report: Presented WSFS banking statements reflecting \$12,081 in account. Report submitted. Discussion about the DFCU line of credit - not available to support the Ventresca payments. Some review of past expenses - potential additional payments made to EA by school not accounted for in AS process with USDA.

SWOT analysis/Strongpoint's report is due before close of the year.

Finance Report: Business Manager presented November numbers: Budget based upon revised Cadet count of 288 for '16 '17 school year. Revenues from state and local are almost all in. Federal Grants were awarded, with expectation of all monies by Dec 31st. Discussion about specific expense lines. Discussion about insuring "summer encumbrances" as well as the first interest payment to USDA in August 2017. Motion to accept the Web Monthly Finance Report, 2nd, Passed 7 to 0.

Update: AS#12 Revised approved on 23 Nov. AS #13 will be submitted shortly to pay out Ventresca on PP#7 and PP#8.

CBOC: Chair Jenn D. - Meeting was held on Dec '16. Reviewed budget and addressed the negative lines. Next meeting set for Mar 17, 2017.

Commandants Report: Submitted written report. Incoming enrollment now at 115 applications. Discussion about Open House event held on Dec 17th, good turnout. Last published Open House set for Sat. Jan 7, 2017. Discussion about USEED Fundraising program - event set for 6:00 PM on 9 January 2017 at the School, Board members asked to attend. NTN rep visited the school on Dec 15th. Commandant is seeking the hiring full time of Ms. Patricia Hammerstrom as Admin Support for JROTC Program. This will take over some of the work left open when MSGT Jordan resigned. SMI gave a brief

on various programs - including a fun run set for 21 Dec in Clayton. Drill Team competitions begin in January. Overview of Winter sports starting soon.

Committee Reports:

Tony DeVary (Academic): No Report

Dawn Fiore (Communication/Marketing/Enrollment):

Open House mailer reviewed. Discussion about seeking BSA Clubs and doing presentations. Discussion about getting some CBOC docs onto Board website for compliance. Has begun a review of a social media plan to be shared with the staff as contributors. Will presented plan at next Board meeting.

Dennis Dinger (H/R):

No Report Submitted

Dennis Dinger (Facilities):

Reviewed the "Closeout List" from BMG - will review and track for the various docs and plans that must be finished prior to the last payments made by FSMA to Ventresca.

Organizational Issues:

Whistleblower Policy will be discussed by Chris M at next Board meeting. Brief discussion and thanks to Denise Stauffer from DOE's Charter Office about FSMA's Performance Framework report and items to look for as we approach Charter renewal in April 2018.

Also a formal recognition and farewell to Dennis Dinger, Kevin Donnelly and Christine Kubik who are all leaving the FSMA Board on Dec 31st. The Chair thanked both Kevin D and Dennis D personally for their dedication and steadfast support of FSMA from the very beginning in December of 2012.

Finally - review of Commandant's current pay. His pay had been voluntarily reduced starting July '16 because of the overall expense picture for FY17. After 4 months of operations, with revenues and expenses tracking more accurately, the Commandant's pay will be restored to his contract amount for 2016-2017, made retroactively back to July 1, 2016, payable during pay periods in January '17 through June 30th '17. Motion to restore his salary, 2nd, passed 7 to 0.

Next Meeting: 24 January 2017 at 5:30 p.m. at First Military Academy, Clayton, DE.

Closing Remarks: Regular Meeting adjourned at 7:52 PM.