

**DMA Board Meeting Minutes**

**Date: September 26, 2016**

**Start Time: 18:02 Hours**

**Adjournment: 19:00 Hours**

**Meeting Duration: 58 minutes**

**Present:** Victoria Alexitch, Tony Bariglio, Kimberly Bryson, Christy Bugher, Ed Capodanno, Al Di Emedio, Kenneth Gatson, Dave Geiger, Bob Hill, Heath Kahrs, Sharon Kurfuerst, Anthony Pullella, Joseph Yacyshyn

**Excused:** David Call, John Di Eleuterio, Doug Hershman, Dennis Rochford

**Guests: N/A**

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<ul style="list-style-type: none"><li>• Call to Order</li></ul>	<ul style="list-style-type: none"><li>• Meeting was called to order by Chairman Capodanno at 1802 hours</li><li>• The Pledge of Allegiance was recited, and a Moment of Silence observed</li></ul>	<ul style="list-style-type: none"><li>• None required</li></ul>
<ul style="list-style-type: none"><li>• Secretary's Report</li></ul>	<ul style="list-style-type: none"><li>• Minutes reviewed; Secretary Di Emedio requested a motion to approve the minutes of the September Board Meeting:<ul style="list-style-type: none"><li>○ Motion to approve: J. Yacyshyn</li><li>○ Second: R. Hill</li><li>○ Additional discussion: None</li><li>○ Vote: Unanimous approval</li></ul></li></ul>	<ul style="list-style-type: none"><li>• None required</li></ul>
<ul style="list-style-type: none"><li>• Chairman's Report</li></ul>	<ul style="list-style-type: none"><li>• Welcomed Christy Bugher – DMA graduate - and Heath Kahrs as new DMA Board Members</li><li>• Requested Board Members sign the Conflict of Interest statement and return for filing</li><li>• Confirmed that Departmental Reports and associated reports will be presented during the 2016- 2017 school</li></ul>	<ul style="list-style-type: none"><li>• None required</li></ul>

	<p>year from Technology, Athletics, Facilities, and the three (3) Boosters Organizations: Athletics, Music, and PTA</p> <ul style="list-style-type: none"> <li>• Informed Board Members that Wohlsen has signed the contract and will be attending the October DMA Board meeting</li> <li>• J. Yacyshyn suggested email communications as a mechanism for keeping the public informed of progress</li> <li>• T. Bariglio suggested that a DMA “point person” be identified to respond to questions posed by the public</li> <li>• J. Yacyshyn confirmed information related to the “Whistle-Blower” policy</li> <li>• Approved two documents re: (1 ) Resolution of the Board related to capital campaign financing; <ul style="list-style-type: none"> <li>○ Motion to approve: R. Hill</li> <li>○ Second: T. Bariglio</li> <li>○ Additional discussion: None</li> <li>○ Vote: Unanimous approval</li> </ul> </li> <li>• and, (2) Continuing Disclosure Compliance Policy <ul style="list-style-type: none"> <li>○ Motion to approve: K. Bryson</li> <li>○ Second: R. Hill</li> <li>○ Additional discussion: None</li> <li>○ Vote: Unanimous approval</li> </ul> </li> </ul>	
<ul style="list-style-type: none"> <li>• Commandant’s Report</li> </ul>	<ul style="list-style-type: none"> <li>• Commandant Pullella reviewed his Written Report as presented prior to the Board meeting with the following elaborations: <ul style="list-style-type: none"> <li>○ Minor scheduling issues related to some large class sizes</li> <li>○ Minor transportation issues have been resolved</li> <li>○ Server and network – wireless routers have been upgraded</li> <li>○ Crystal Trust application was received</li> <li>○ DMA appearance at the Logan House for the Bell-Ringing 5k sponsored by Leadership Delaware</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>

	<ul style="list-style-type: none"> <li>• J. Yacyshyn inquired as to how one should respond to capital campaign inquiries, to which it was suggested that answers should be presented to those who inquire</li> </ul>	
<ul style="list-style-type: none"> <li>• Treasurer’s Report</li> </ul>	<ul style="list-style-type: none"> <li>• Treasurer V. Alexitch provided the monthly report including the following highlights: <ul style="list-style-type: none"> <li>○ Currently we are 4% under budget</li> <li>○ Informed members that the final budget would not be confirmed until the November-December timeframe</li> <li>○ Shared that there are no areas of financial concern</li> <li>○ Reduced the projection for donations/fundraising</li> <li>○ Shared various changes in local funds and indicated potential changes in Charter bills and exclusions for Choice and Charter <ul style="list-style-type: none"> <li>▪ Motion to approve: V. Alexitch</li> <li>▪ Second: T. Bariglio</li> <li>▪ Additional discussion: None</li> <li>▪ Vote: Unanimous approval</li> </ul> </li> <li>○ Shared information relative to the Annual Audit and indicated that the audit was completed in August with the final draft having been distributed and reviewed by the finance committee. Alexitch indicated that the final report will be presented to the Board at the October Board meeting by the auditor, Barbacane, Thornton and Company. Form 990, Return of Organization Exempt from Income Tax, is in process currently and will be distributed to the finance committee for review when completed by Barbacane, Thornton and Company</li> <li>○ Loan for WSFS has been approved</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul> <p>There were no action items.</p>

	<ul style="list-style-type: none"> <li>○ USDA loan application currently in process, with approval hopefully coming late September to early October</li> <li>○ Meeting with DEDA and OMB for review of funding was held this morning and we were approved with no issues. Please see resolutions under Chairman’s Report that were part of this process.</li> <li>○ CBOC-No items to be discussed</li> </ul>	
<ul style="list-style-type: none"> <li>• Committee Reports <ul style="list-style-type: none"> <li>○ Academic Excellence &amp; Leadership Achievement</li> <li>○ Governance Committee</li> <li>○ Fund Development</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> <li>• N/A</li> <li>• K. Bryson shared the following information: <ul style="list-style-type: none"> <li>○ Referred to the highly successful Groundbreaking Ceremony</li> <li>○ Indicated the Fund Development raised approximately \$4M</li> <li>○ Made a personal appeal to Board members to share the “Dome” brochures and encouraged members to have prospective financial supporters contact Commandant Pullella</li> <li>○ Confirmed that Fund Development meetings are held on the second Tuesday at the DMA and invited interested individuals to attend</li> <li>○ Shared a personal reflection relative to the recent College Night and the success of same</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>
<ul style="list-style-type: none"> <li>• Old Business</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>

<ul style="list-style-type: none"> <li>• New Business</li> </ul>	<ul style="list-style-type: none"> <li>• E. Capodanno requested Board members to update their contact information</li> <li>• E. Capodanno reminded new Board members of the need to select a committee</li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>
<ul style="list-style-type: none"> <li>• Upcoming Events</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>
<ul style="list-style-type: none"> <li>• Public Comment</li> </ul>	<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>
<ul style="list-style-type: none"> <li>• Executive Session</li> </ul>	<ul style="list-style-type: none"> <li>• Motion was made by: Sharon Kurfuerst</li> <li>• Second by: Victoria Alexitch to go into Executive Session Unanimous approval</li> <li>• Motion was made by: S. Kurfuerst</li> <li>• Second by: R. Hill to return to Public Session</li> </ul>	
<ul style="list-style-type: none"> <li>• Additional Items from the Floor</li> </ul>	<ul style="list-style-type: none"> <li>• At the request of K. Bryson, it was agreed that the June meeting was the Annual Meeting of the DMA per the DMA Bylaws</li> </ul>	<ul style="list-style-type: none"> <li>• None required</li> </ul>
<ul style="list-style-type: none"> <li>• Next Board Meeting</li> </ul>	<ul style="list-style-type: none"> <li>• October 24, 2016</li> </ul>	
<ul style="list-style-type: none"> <li>• Adjournment</li> </ul>	<ul style="list-style-type: none"> <li>• Motion to adjourn made by: J. Yacyshyn</li> <li>• Second by: T. Bariglio Unanimous approval</li> <li>• Adjournment at: 19:00 hours</li> </ul>	

Respectfully Submitted,

*Alfred D. Di Emedio*

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