

DMA Board Meeting Minutes
Date: 09/25/2017
Start Time: 18:01 hours
Adjourn Time: 19:36 hours Eastern
Meeting Duration: 95 minutes

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

Excused: David Call, Dave Geiger

Guests: Pamela Baker, Barbacane, Thornton, & Company LLP
Mike Ryan, Athletic Director; Tim Hudson, Tara Ortiz, Sports Boosters

TOPIC	DISCUSSION	ACTION
○ Call to Order	<ul style="list-style-type: none"> ○ The September DMA Board meeting was called to order by Chair E. Capodanno at 18:01 hours. ○ The Pledge of Allegiance and a Moment of Silence were observed. 	○ None required
○ Secretary's Report	<ul style="list-style-type: none"> ○ The June Minutes were distributed for review prior to the meeting and no corrections, additions or deletions were presented. A call for a motion to approve was made by Chairman Capodanno: <ul style="list-style-type: none"> ○ Motion to approve the June Minutes: ○ Bob Hill ○ Second: Tony Bariglio ○ Vote: Unanimous approval 	○ None required
○ Chairman's Report	<ul style="list-style-type: none"> ○ As a first order of business, Capodanno introduced Pam Baker, Barbacane, Thornton, & Company LLP, who presented the June 30, 2017 Audit Results from booklets distributed at the meeting. Baker indicated that she had met with the DMA Finance Committee the prior week and had shared similar information. 	○ None required

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	<p>Members were directed to p. 2 of the Audit – Fiscal Year 2017 Audit Summary for <i>Status and Reports</i>, and <i>Results</i>.</p> <ul style="list-style-type: none"> ○ Barbacane, Thornton, & Company LLP issued “unmodified (“clean”) audit opinions in each of four (4) major areas; and, relative to the Financial Performance Framework, all Performance Metrics Met Standards with “Cash Flow” Approaching Standard with the notation that DMA Cash Flow being positive, however, the Cash Flow for each of the last two years being negative. ○ Capodanno indicated that further discussion of the Audit Report would occur in Executive Session in the form of a Management document; therefore, a motion to accept the Audit Results was not made, but would be made at a future Board meeting. ○ Capodanno thanked Pam Baker for the report and presentation, and commended Ken Gatson for his exceptional work. ○ Capodanno introduced Mike Ryan, Athletic Director, who had been requested last spring to present a DMA Sports Boosters Finance Review for 2016-2017 Fiscal School year. ○ Ryan detailed information presented in a handout, answering questions throughout the presentation. Among questions asked was an inquiry by S. Kurfuerst as to whether “RFPs” were made seeking the lowest costs for the biggest expenditures. Ryan indicated that this currently was not the case, but that he would consider this process in the future. ○ Capodanno commended Ryan for the report and for the extent of detail. 	

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	<ul style="list-style-type: none"> ○ Capodanno shared information on Board Member’s Terms of Office with a correction of the addition of Kim Bryson whose name had been inadvertently omitted. He also reminded members to sign and submit the Conflict of Interest Form. ○ Capodanno indicated that monthly Department Reports would continue but that 9 – 12 teachers from the respective departments would be asked to share their content with the Board. This would give the Board a more in-depth understanding of the content being taught. ○ Finally, Capodanno commended the Commandant and DMA Faculty and Staff for an outstanding 911 tribute and for the many dignitaries that attended the ceremony. 	
<ul style="list-style-type: none"> ○ Commandant’s Report 	<ul style="list-style-type: none"> ○ Commandant Pullella reviewed his written report which was previously distributed to Board members for information and review. Items highlighted included: <ul style="list-style-type: none"> ○ Spirit Week and Homecoming, Back to School Night, Open House, and the upcoming Ribbon-cutting Ceremony; ○ The accolades given by Sam Golder, Red Clay Administrator, who was “blown away” by the 9-11 Ceremony and who was invited by Pullella to observe the DMA lottery when conducted; ○ Pullella’s comment relative to the excellent relationship that DMA has with the RCCSD; ○ Phase I and II site work that had been completed for the stadium; ○ The work that had been done relative to the review of the Student Handbook, specifically, the Zero Tolerance item; 	<ul style="list-style-type: none"> ○ None required

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	<p>and confirming that all cadets had signed the agreement; and finally,</p> <ul style="list-style-type: none"> ○ Pullella shared that two teachers were on maternity leave, and three staff members indicated that they would seek service-related retirement. 	
<ul style="list-style-type: none"> ○ Treasurer's Report 	<ul style="list-style-type: none"> ○ Treasurer V. Alexitch and K. Gatson provided the following report: <ul style="list-style-type: none"> ○ Projected budget is 16.67% currently, and 18.7% actually resulting in a 2.03% over budget at this point in the school year. The overage at this point in the fiscal year is as a result of debt service, therefore, there are no concerns at this time. The budget would be at 12.7% if debt service was pro-rated evenly. ○ Eighty-six percent of state funds have currently been received. ○ 2016 Federal funds will be expended by November 30th. <ul style="list-style-type: none"> ▪ Motion to approve the September's Treasurer's Report: H. Kahrs ▪ Second: T. Bariglio ▪ Vote: Unanimous approval ▪ Motion to approve June and July Reports: S. Kurfuerst ▪ Second: H. Kahrs 	<ul style="list-style-type: none"> ○ None required
<ul style="list-style-type: none"> ○ Governance Committee 	<ul style="list-style-type: none"> ○ None 	<ul style="list-style-type: none"> ○ None required
<ul style="list-style-type: none"> ○ Finance Committee 	<ul style="list-style-type: none"> ○ K. Gatson shared the following relative to USDA: <ul style="list-style-type: none"> ○ 5.5M for the Dome at 2.375% is pending review with an October decision and a WSFS payout in December; 	<ul style="list-style-type: none"> ○ None required

TOPIC	DISCUSSION	ACTION
	<ul style="list-style-type: none"> ○ 12M has been submitted to USDA with a finance and rate lock anticipated by December. All documents have been submitted. 	
<ul style="list-style-type: none"> ○ Academic Excellence Committee 	<ul style="list-style-type: none"> ○ None 	<ul style="list-style-type: none"> ○ None required
<ul style="list-style-type: none"> ○ Citizen Budget Oversight Committee 	<ul style="list-style-type: none"> ○ None 	<ul style="list-style-type: none"> ○ None required
<ul style="list-style-type: none"> ○ Fundraising Development Committee 	<ul style="list-style-type: none"> ○ None 	<ul style="list-style-type: none"> ○ None required
<ul style="list-style-type: none"> ○ Alumni Committee 	<ul style="list-style-type: none"> ○ C. Bugher received high praise for her work with the Alumni Committee, the August alumni event in which there were 35 RSVPs but over 100 in attendance! During the event, attendees were awarded free admission to the September 29th Homecoming game at Baynard Stadium. ○ A winter event is currently being discussed. ○ Capodanno commended Bugher for a wonderful job! 	<ul style="list-style-type: none"> ○
<ul style="list-style-type: none"> ○ New Business 	<ul style="list-style-type: none"> ○ Refer to the Important Dates information on the September Agenda side panel. 	<ul style="list-style-type: none"> ○ None required
<ul style="list-style-type: none"> ○ Old Business 	<ul style="list-style-type: none"> ○ None 	<ul style="list-style-type: none"> ○ None required
<ul style="list-style-type: none"> ○ Additional Items from the Floor 	<ul style="list-style-type: none"> ○ None 	<ul style="list-style-type: none"> ○ None required
<ul style="list-style-type: none"> ○ Next Board Meeting 	<ul style="list-style-type: none"> ○ The next Board meeting is scheduled for Monday, October 23, 2017 at 18:00 hours unless otherwise notified. 	<ul style="list-style-type: none"> ○ None required
<ul style="list-style-type: none"> ○ Executive Session 	<ul style="list-style-type: none"> ○ Hearing no additional business, Chair Capodanno adjourned the regular DMA Board meeting at 19:10 hours and convened an Executive Session. <ul style="list-style-type: none"> ○ Motion to approve: T. Bariglio 	<ul style="list-style-type: none"> ○

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	<ul style="list-style-type: none"> ○ Second: B. Hill ○ Vote: Unanimous approval ○ At the conclusion of the Executive Session, a motion was made at 19:31 hours to return to the regular meeting: <ul style="list-style-type: none"> ○ Motion to approve: J. Yacyshyn ○ Second: B. Hill ○ Vote: Unanimous approval 	
<ul style="list-style-type: none"> ○ Adjournment 	<ul style="list-style-type: none"> ○ Hearing no additional business, Chair Capodanno adjourned the regular DMA Board meeting at 19:32 hours: <ul style="list-style-type: none"> ○ Motion to approve: J. Yacyshyn ○ Second: T. Bariglio ○ Vote: Unanimous approval 	<ul style="list-style-type: none"> ○ None required

Respectfully Submitted,

Alfred Di Fmedio