

**DMA Board Meeting Minutes**

**Date:** 2/24/2020

**Start Time:** 18:00 hours

**Adjourn Time:** 18:28 hours

**Meeting Duration:** 28 minutes

**Present:** Victoria Alexitch, Mike Berardi, David Call, Ed Capodanno, Al Di Emedio, Kristen Doughty, Ken Gatson, Bob Hill, Mike Hoffman, Heath Kahrs, Anthony Manerchia, Dominick Papa, Anthony Pullella, General Frank Vavala

**Absent:** Tony Bariglio, Sharon Kurfuerst

**Guest:** Commander Easley; Tatiana Rice

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
○ Call to Order	○ In the absence of Chairperson Kurfuerst, the February DMA Board meeting was called to order by H. Kahrs at 18:00 hours. ○ The Pledge of Allegiance and Moment of Silence were observed, after which Kahrs proceeded to ask that the Secretary's Report be presented.	○ None required
○ Secretary's Report	○ The January Minutes were distributed for review prior to the meeting, with one correction noted, to strike the Finance vote of the previous meeting as it was unnecessary. Hearing no further corrections, Kahrs called for a motion to approve the Minutes as amended: ○ Motion to approve the January Minutes: ○ General F. Vavala ○ M. Berardi ○ Vote: Affirmative	○ None required
○ Departmental Report	○ N/A	○ None
○ Chairperson's Report	○ Kahrs called for Commandant Pullella to present the February Commandant's Report.	

TOPIC	DISCUSSION	ACTION
<ul style="list-style-type: none"> <li>○ Commandant's Report</li> </ul>	<ul style="list-style-type: none"> <li>○ Commandant Pullella proceeded to highlight several items in the Commandant's Written Report for February 24, 2020, and distributed prior to the meeting. Items included: 1) an anticipated Distinguished Unit with Honors rating as a result of the AMI; 2) admissions offers to the Class of 2024, of which 85 had accepted; 3) Middle States Planning Committee initiation and progress; 4) Red Clay Consolidated School District recognition; 5) anticipated visit by State Representative Mike Smith; 6) application placement for consideration of involvement in the UDE Early College Credit Program; 7) information meetings with faculty involving discussion of the DPAS II Evaluation process; and, 8) recent Parent-Teacher conferences.</li> <li>○ Additionally, Commandant Pullella provided an update on Faculty / Staff employment needs, and a brief update of Athletics, and Parent Association activities.</li> </ul>	<ul style="list-style-type: none"> <li>○</li> </ul>
<ul style="list-style-type: none"> <li>○ Treasurer's Report</li> </ul>	<ul style="list-style-type: none"> <li>○ H. Kahrs presented the Treasurer's Report and indicated that we are currently at 58.33% of the budget year, having received 93.4% of our anticipated revenue compared to 93.1% for the same period last year.</li> <li>○ Expenditures are at 60.8% for the 7 months ended, versus 64% for the same 7 months ended last year. If debt service were prorated evenly throughout the year, DMA would be at 56.4%.</li> <li>○ It was noted that the personnel cost had a sizeable uptick during the month of January and currently stands at 61.2% of the Personnel budget. The uptick is purely a reversible timing issue as there were three payrolls during the month of January.</li> <li>○ There were no concerns relating to other variances and explanations notated in the January financial reports.</li> <li>○ H. Kahrs called for a motion to approve: <ul style="list-style-type: none"> <li>○ Motion to approve:</li> <li>○ M. Berardi</li> <li>○ General Vavala</li> </ul> </li> </ul> <p>Vote: Affirmative</p>	

TOPIC	DISCUSSION	ACTION
<ul style="list-style-type: none"> <li>○ Finance Committee</li> </ul>	<ul style="list-style-type: none"> <li>○ H. Kahrs indicated that the DMA Finance Committee is currently discussing a number of finance-related items – Longevity and Loyalty recommendations, for example - and that more information would be shared at a future meeting.</li> </ul>	<ul style="list-style-type: none"> <li>○ None required</li> </ul>
<ul style="list-style-type: none"> <li>○ Governance Committee</li> </ul>	<ul style="list-style-type: none"> <li>○ E. Capodanno, chair, Governance and By-Laws Committee Chair, having previously reviewed the DMA By-Laws recommendations from the Governance Committee, presented the updated version of the document. Capodanno highlighted feedback from the review of the By-Laws in the previous month; and, after discussion, indicated that additional revision would be made relative to the limit of fiscal authority of responsible DMA personnel for contracts in excess of 50k. What follows is the wording included in the amended document: Article VII 3 states, “all contracts in excess of \$15,000 that is not budgeted must be approved by the Board.” Capodanno indicated that, since teacher contracts are part of the budget they do not need separate approval. Everything else outside the budget will need Board approval.</li> <li>○ A revised copy of the By-Laws would be sent to the Commandant and to the DMA Secretary. <ul style="list-style-type: none"> <li>○ Motion to approve:</li> <li>○ B. Hill</li> <li>○ General Vavala</li> <li>○ Vote affirmative</li> </ul> </li> </ul>	
<ul style="list-style-type: none"> <li>○ Academic Excellence Committee</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>○ Fund Development Committee</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>○ Alumni Committee</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>○ N/A</li> </ul>	<ul style="list-style-type: none"> <li>○ None required</li> </ul>

TOPIC	DISCUSSION	ACTION
○ Old Business	○ N/A	○ None required
○ Additional Items from the Floor	○ N/A	○ None required
○ Next Board Meeting	<ul style="list-style-type: none"> <li>○ The next Board meeting will be Monday, March 16, 2020 at 18:00 hours.</li> <li>○ <b>NOTE:</b> As a result of the cancelation of the March DMA Board meeting, the next meeting will be Monday, April 27, 2020, subject to change.</li> </ul>	○ None required
○ Adjournment	<ul style="list-style-type: none"> <li>○ Hearing no additional business, H. Kahrs called for a motion to adjourn the regular DMA Board meeting at 18:28 hours: <ul style="list-style-type: none"> <li>○ Motion to approve: E. Capodanno</li> <li>○ Second: General Vavala</li> <li>○ Vote: Unanimous approval</li> </ul> </li> </ul>	○ None required

Respectfully Submitted:

*Alfred D. Di Fmedio*