

**DMA Board Meeting Minutes**  
**Date: January 23, 2023**  
**Start Time: 1800 hours**  
**Adjourn Time: 1906 hours**  
**Meeting Duration: 1 hour 6 minutes**

**Present:** Mike Berardi, Zane Gordy, Brian Rostocki, Anthony Pullella, Heath Kahrs, Helen Barbato, Glen DiEleuterio (on the phone), Nicole Krajewski, Frank Vavala, Ken Gatson, Jennifer McCloskey

**Absent:** Glen Outten

**Guest:** Jayce Leon, Jennifer Kryspin

TOPIC	DISCUSSION	ACTION
○ Call to Order	○ At 18:00 hours, Chairperson Kahrs called the January DMA Board meeting to order. Following the Pledge of Allegiance and a Moment of Silence, Chairperson Kahrs shared the November Minutes with the Board.	○ None required
○ Secretary's Report	○ The November Minutes had been distributed for review prior to the meeting. Chairperson Kahrs suggested two edits, both incorporated into final minutes, he called for a motion to approve the November Minutes: <ul style="list-style-type: none"> <li>○ Motion to approve the Minutes: Heath Kahrs</li> <li>○ First: Gen. Frank Vavala</li> <li>○ Second: Mike Berardi</li> </ul> ○ Vote: Affirmative - unanimous	○ None Required
○ Chairperson's Report	○ Chairperson Kahrs – Reported on charter school network call where Governor Carney mentioned a financial increase related to charter schools. There is uncertainty and ambiguity regarding funding because charter schools may or may not be covered for under the proposed increase.	None Required

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<ul style="list-style-type: none"> <li>○ Commandant's Report</li> </ul>	<ul style="list-style-type: none"> <li>○ Chairperson Kahrs called upon Commandant Pullella for the Commandant's Report. The Commandant shared the following... <ul style="list-style-type: none"> <li>○ Packet distributed</li> <li>○ Field renovation is getting underway by end February for base work; only hold up right now is waiting to hear back about transportation for fill off site</li> <li>○ Project around \$668k and fundraising a little under \$500k</li> <li>○ Planning an open house for 7<sup>th</sup> graders in the spring; new event with intent to get them to come to open house in the fall 2023; event mid-May – more to follow – will track attendees</li> <li>○ New cadet interviews will be underway 1/24-1/26</li> <li>○ Class will be about 150 people – looking to drop 18-20 students to keep class manageable (mostly Sophomores)</li> <li>○ Last year applicants 420 apps; this year 423</li> <li>○ Consistent with last year</li> <li>○ Resubmitted to superstars in education; didn't get it last year but applying again</li> <li>○ Jason Paradise will take over from Tara Dick (9 applicants and 5 interviews)</li> <li>○ Lt Cmdr. Butler new SNSI (interviewed two and both would have been acceptable – both out of California) – starting July 1st</li> <li>○ Looking to bring back full complement of Naval Science Instructors</li> <li>○ Making changes to ROTC program &amp; schedule</li> <li>○ PTA, MA, SBA – all doing great job for DMA and PTA just bought new water fountain with water bottle filler</li> <li>○ SBA working on MORP dance &amp; working on golf outing</li> <li>○ MA just held banquet on Saturday</li> </ul> </li> </ul>	<p>None required</p>

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	<ul style="list-style-type: none"> <li>○ ROTC very active this year</li> <li>○ 75k quoted for field lights – that money wasn't put into the budget when original project was decided. Money is available in the reserves, and we had former board agreement that if we didn't raise money then we could dip into the reserves.</li> <li>○ Motion made to approve up to \$100k for the lights (not to exceed that amount without new board approval) <ul style="list-style-type: none"> <li>○ Motion made by Jenn McCloskey</li> <li>○ First: Gen. Vavala</li> <li>○ Second: Mike Berardi</li> <li>○ Vote: Unanimous</li> </ul> </li> <li>○ Cirillo Brothers: sewer-\$90k-\$100k with one time tap in fee \$20k for sewer system (gravity system) upgrade. Mike Cirillo will grant easement to DMA - currently is in the works. Suggesting \$30k to tap into the line and get the engineer (~10k) <ul style="list-style-type: none"> <li>○ Summer project for DMA</li> <li>○ Motion to get engineer proposal and agree to deal with Lewis Circle <ul style="list-style-type: none"> <li>○ Motion by Heath Kahrs</li> <li>○ First: Gen. Vavala</li> <li>○ Second: Jenn McCloskey</li> <li>○ Vote: Unanimous</li> </ul> </li> </ul> </li> </ul>	
<ul style="list-style-type: none"> <li>○ Treasurer's Report</li> </ul>	<p>Report provided by Heath Kahrs in Glen Outten's absence.</p> <ul style="list-style-type: none"> <li>○ November and December financials</li> <li>○ 92% of funding this year v. 82% last year</li> <li>○ Unit counts have been certified.</li> <li>○ Expenses – all in at 54% (50% of the way through the year)</li> <li>○ Operating and personnel cost is the highest line item right now 27 pays this year</li> </ul>	None required

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	<ul style="list-style-type: none"> <li>○ Contingency – 75k in expended column but two items in there (turf project \$25k and 50k for Gala) and Gala will go back in once event occurs and fundraising begins – trying to raise ~20k in proceeds from Gala</li> <li>○ Financials discussed at Finance committee meeting and no issues in discussion or concerns</li>   <li>○ Motion to Approve December financial report by Heath Kahrs</li> <li>○ First: Gen Vavala</li> <li>○ Second: Zane Gordy</li> <li>○ Vote: Unanimous</li>   <li>Motion to accept November Financial report by Heath Kahrs <ul style="list-style-type: none"> <li>● First Gen. Frank Vavala</li> <li>● Second: Nicole Krajewski</li> <li>● Vote: Unanimous</li> </ul> </li>   <li>Motion to approve final budget Heath Karhs <ul style="list-style-type: none"> <li>● First: Gen. Frank Vavala</li> <li>● Second: Nicole Krajewski</li> <li>● Vote: Unanimous</li> </ul> </li>   <li>CBOC met today 1/23/23 – they meet quarterly and reviewed Sept., Oct., Nov.– no update; Zane reported no issues and no questions.</li>   <li>Endowment Fund – DMA has \$82k with Delaware community foundation – no annual contributions. Discussions to move it over to Westover Capital. Fees are lower. The move is relationship driven because there is a relationship with that firm. Murray Sawyer is the contact person.</li>   <li>Motion by Heath Kahrs to close the DCF account and open an account at Westover Capital and any investment strategies would</li> </ul>	

TOPIC	DISCUSSION	ACTION
	<p>be brought to finance committee but if cost or penalty it will be brought back to the board at large for further vote:</p> <p>First: Heath Kahrs  Second: Gen. Frank Vavala  Vote: Unanimous</p>	
○ Finance Committee	○ No update	n/a
○ Governance Committee	<ul style="list-style-type: none"> <li>○ Committee met on DMA Campus</li> <li>○ New list of board members would be provided.</li> <li>○ Board members terms would be renewed if need be</li> <li>○ Excusable or temporary absence – board has discretion to take no action, but this type of leave is permissive under bylaws</li> <li>○ Resume will be provided to fill outstanding seats</li> <li>○ Only requirement for board members is to attend one DMA event per year</li> </ul>	n/a
○ Academic Excellence Committee	○ Setting up recurring meeting, confirmation from Chairperson Kahrs that at least one person must be at the school during meetings.	○ None required
○ Fund Development Committee	○ No report.	○ None required
○ Alumni Committee	○ No report.	○ None required
○ Gala Subcommittee	<ul style="list-style-type: none"> <li>○ Chairperson Kahrs reported for Jennifer McCloskey</li> <li>○ Appeal to the board at large to reach out to networks for solicit sponsorship.</li> <li>○ Sponsorship levels described to board and provided sponsorship one page document</li> <li>○ Jennifer McCloskey will donate table and requested</li> </ul>	○ None required

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	<ul style="list-style-type: none"> <li>○ Event planner working with DMA; entertainment secured – Deja Blue. Band cost \$7500; deposit made \$2000.</li> <li>○ Focusing on the details now</li> <li>○ March 10<sup>th</sup> guest list decided, and March 15<sup>th</sup> invites distributed.</li> <li>○ Lighting is the next step in planning and will be expensive – proposals within the next 10 days</li> <li>○ Gathering license has been obtained – parent will donate some alcohol.</li> <li>○ Jamestown catering: floor plan provided.</li> <li>○ Do not solicit list will be distributed to the board.</li> <li>○ Google doc will be distributed to keep track of the board members networks that will be solicited.</li> <li>○ Auction items are welcome</li> </ul>	
○ Old Business	○ None	○ None required
○ New Business	○ None	○ None required
○ Executive Session	<ul style="list-style-type: none"> <li>○ Motion to move into executive session at 1901 hours</li> <li>○ First: Heath Kahrs</li> <li>○ Second: Gen. Vavala</li> <li>○ Vote: Unanimous</li> </ul> <p>Heath Karhs Motion to come out of executive session  First: Heath Kahrs  Second: Mike Berardi  Vote: Unanimous</p>	○ None required
○ Next Board Meeting	○ The next Board meeting will be <b>Monday, February 27, 2023</b>	○ None required
○ Adjournment	<ul style="list-style-type: none"> <li>○ Hearing no additional business, Chairperson Kahrs called for a motion to adjourn the November DMA Board meeting at 1906 hours. <ul style="list-style-type: none"> <li>○ Motion to approve:</li> <li>○ First: Gen. Frank Vavala</li> </ul> </li> </ul>	○ None required

TOPIC	DISCUSSION	ACTION
	○ Second: Mike Berardi Vote: Affirmative – unanimous	

Respectfully Submitted: