

**Holyoke Community Charter School  
2200 Northampton Street  
Holyoke, MA 01040  
Board of Trustees**

**Minutes of HCCS Board of Trustees Meeting – February 22, 2017**

In Attendance: Anne Darcy, Cynthia Dennis, Jenna Gable, Mark Lubold, Leona Florek  
Guests: Ryan Meek (SABIS), Tom Paquin, Joe Dougherty, Sandra Chessey  
Not Present: Jay Breines, Paul Santaniello

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- I. Meeting called to order at 5:02 p.m. by Anne Darcy.  
Public comments/none
- II. **Approval of Minutes** Mark Lubold moved **to approve the January 25, 2017 meeting minutes. Seconded by Cynthia Dennis and approved. The motion passed unanimously.**
- III. **Finance/Facilities**

Cynthia Dennis reported. Review of contract with P3. **Cynthia Dennis moved to sign the contract. Seconded by Mark Lubold. The motion passed unanimously.**

Cynthia Dennis briefly spoke with TD Bank about the potential borrowing needs in order to complete the project. What are options for collateral? Potential \$4M loan? Review pro formas with a couple scenarios using \$4M or \$6M loan.

Facilities

Joe Dougherty reviewed the Kaestle Boos notice to proceed to get started on the drawings, at a \$10,000 cost. **Cynthia Dennis moved to approve the notice. Seconded by Mark Lubold. The motion passed unanimously.** Anne Darcy will sign the Notice to Proceed.

Storm water/potential issues briefly reviewed.

Project pricing will be finalized once schematic drawings are ready.

Finance

Cynthia Dennis provided the July to January budget review. Sandra Chessey noted that the snow plowing line item is higher than budgeted. Ryan Meek reported that next year's funding levels were released by State, which is expected to be about \$78 higher per-pupil next year. (\$54K more in revenue). Depends on district spending (end of June

should know and be able to solidify number). Budget about \$100 more and review again.

**Cynthia Dennis moved to accept the reports as official record. Seconded by Mark Lubold. The motion passed unanimously.**

IV. **Director's Report**

Dr. Pope emailed her report in advance of the meeting. Board members tabled questions to the next meeting with Dr. Pope in attendance.

Mark Lubold moved to adjourn the meeting. Seconded by Cynthia Dennis. The meeting adjourned at 5:53 p.m.

Respectfully submitted,

Mark Lubold, Clerk  
Holyoke Community Charter School Board of Trustees

List of handouts

1/25/2017 minutes