



520 NW 5th St., Hallandale Beach, Florida 33009.

## BOARD MEETING MINUTES

Meeting at SBMCS Campus & via Zoom, Thursday, September 21, 2023 at 3:30pm

**0.0 Call to Order:** 3:54 pm

**1.0 Roll Call:** Ms. Vanessa Havel, Ms. Margot Luque, Ms. Sandra Sketnevskaya-Khoffner

**Invited & attended by:** Ms. Livia Moreno, Ms. Jennifer Gomez, Mr. Gabriel Navarro and Ms. Laura Cherington.

**2.0 Moment of Reflection.**

**3.0 Former Minutes for Approval.**

A. Board Meeting Minutes from August 24, 2023 were reviewed and approved.

**4.0 Reports**

A. **Financial Reports:**

- 1) Board reviewed and approved the P&L and Balances Sheets for July 2023, pending corrections that Margot discussed with Jennifer and the Board.
- 2) Ms. Livia and Ms. Jennifer spoke about petty cash and accounting for fundraiser events, i.e. 10<sup>th</sup> Anniversary fundraiser. They'll consult with Craig Kahle to make any needed changes or improvements.

B. **New or revised contracts:**

- 1) Ms. Livia negotiated, and Board approved Janitorial Service Contract with Briasn & JS Corp. (J. Aguirre)
- 2) Margot presented, and Board approved of new commercial insurance liability coverage, including errors & omissions coverage, with agent, Pamela Rocio, Gold Medal Insurance.
- 3) Ms. Livia gave update on the Teacher Salary Increase Allocation Plan and the Board approved the plan.

**5.0 Board Member Business.**

- A. Board discussed status of annual audit. Ron Weinbaum is working to complete the audit by 9/30/23.
- B. Board discussed proposed new lease. Board will have workshop meeting with Julisse Jimenez to confirm the price & terms to be negotiated with landlord's attorney, as well as the possible purchase of the property.
- C. Laura Cherington (parent) expressed concerns about A/C in older portable classrooms and possible spread of viruses in warm temperatures. Ms. Livia gave update that the landlord has purchased and installed 2 new A/C units in the portables. Additional portable A/C units are also being placed in certain areas of classrooms. Ms. Livia encouraged Ms. Laura to visit the classroom to see if her son may feel better if seated closer to an A/C unit. Ms. Livia also gave update about cleaning & sterilizing the classrooms before and after classes.
- D. Board discussed insurance policies. Margot followed up with agent, Ruth Caravasi, and insurance policy valid until February 2024. Margot also presented new insurance coverage with Gold Medal Insurance.
- E. Board discussed status of documents due to upload in Charter Tools. Compliance score is currently 97.
- F. Board discussed enrollment and the new modular. Vanessa will follow up with Scott Mire to get a copy of the CO. Ms. Livia is looking in different platforms to find more students. Currently, 171 students enrolled.
- G. Ms. Livia gave update about Classroom Outfitters playground equipment. The 1<sup>st</sup> deposit will be paid after the ESSER reimbursements are received and the new lease is fully executed.
- H. Community outreach, PTA & events: Movie Night 9/29. Gulfstream Biz-to-Biz Expo 10/17. Florida Charter School Conference Oct. 18-20. Trunk-Or-Treat 10/31. PTA inactive until 2022-23 audit is completed 9/30/23.
- I. Board approved of new board member, Mr. Gabriel Navarro, pending completion of training requirements.


**6.0 Other Business.**

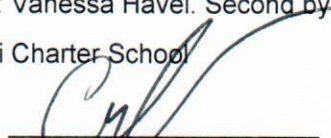
No other business was discussed.

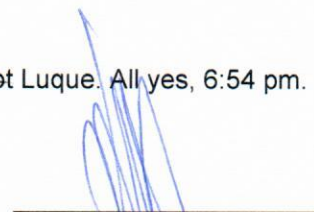
**7.0 Public Comments.** No public comments.

**8.0 Adjournment.** Motion to Adjourn by: Vanessa Havel. Second by Margot Luque. All yes, 6:54 pm.

The Board of South Broward Montessori Charter School

  
Vanessa Havel, Pres./Secretary

  
Sandra Sketnevskaya, V.P.

  
Margot Luque, Treasurer