

# THETFORD ACADEMY BOARD OF TRUSTEES

Monthly Board Meeting — June 9, 2022

Via Zoom

## MINUTES

Donna Steinberg (Board President) called the meeting to order at 6:48 p.m. In attendance (all virtually) were the following:

Trustees: Donna Steinberg, Sheilagh Smith, Paul Mutone, Katie Saunders, Dana Grossman, Harry Kinne, Sarah Adams, Karl Furstenberg, Gio Bosco, John Ziegler, Julie Acker, Marisa Donovan, Lindsey Klecan, Sam Perry

Absent: Robin Junker-Boyce, Cara Ray

Employees: Carrie Brennan (Head of School), Linda Lanteigne Magoon (Chief Financial Officer)

Members of the public: Erin Boyd, Blythe Keane, Leif LaWhite (Recording Clerk)

### 1. Welcome & President's Report

Donna welcomed everyone in attendance and noted that this meeting of the board comes at a significant time, falling the night before the Academy's 203rd graduation ceremonies.

### 2. Public Comment

None.

### 3. Introduction of Trustee Candidates

Trustee candidates Blythe Keane and Erin Boyd introduced themselves as a potential board members. Blythe said she has lived in Thetford for four years, has two kids currently at TA, and has been a member of the Barrett Property Task Force. Her career is as a preschool teacher, and she is about to go back to teaching after a few years out of the classroom; she said she welcomes the chance to become more involved in the community. Erin Boyd is 2005 TA alum and lives in South Burlington but still has many family connections in Thetford. Her career has been in educational nonprofits and she likes being associated with mission-driven organizations. After three years with AmeriCorps, she joined the staff of Shelburne Farms near Burlington; her current role there is as operations analyst and special projects manager. She looks forward to reconnecting with her alma mater.

There was then brief discussion about how committee assignments are handled.

Erin Boyd left the meeting at 7:02 p.m.

### 4. Head of School Report

Carrie presented a slideshow (archived separately). The topics she covered included:

- Some figures about the graduates, including that there are 59 students in the class and that 70% are going on to a 2- or 4-year college or university, 3% are taking a gap year, and 27% are entering the workforce.
- The names and plans of the six departing members of the faculty.

- The school's planned partnership with Thetford Arthouse Cinema this summer.
- An enrollment update for the fall.
- A brief history of the school's baccalaureate ceremony.

There was brief discussion about the departing faculty members. Carrie said the six are out of an overall faculty of approximately 40 people and about 37 FTEs. She added that she's very pleased with the replacement hires, with just two positions — Spanish and English — still open. Carrie also responded to questions about study-abroad options, noting that students can choose from 6 or 7 programs, but none are sponsored by TA itself, and about college admissions, noting that she will present more information to the board on that process at a future meeting. She also mentioned that there will also be a parent-sponsored luncheon for the faculty and staff on Monday.

Blythe Keane left the meeting at 7:18 p.m.

## **5. Consent Agenda**

- Meeting Minutes — May 12, 2022, Board of Trustees monthly meeting
- Vote on four-year term for trustee candidate Erin Boyd
- Vote on four-year term for trustee candidate Blythe Keane
- Vote on four-year term for trustee candidate Lucy Wagner
- Vote on four-year term for trustee candidate Ashley Woo
- Vote on Marisa Donovan for Vice President of the TA Board of Trustees
- Conferring of the diplomas for the Class of 2022

Motion: To approve the Consent Agenda.

Moved: Dana

Seconded: Lindsey

The motion passed unanimously.

## **6. Barrett Property Task Force Update & Discussion (Karl)**

The group's report is almost done. Karl expects it to be finalized next week, after which it will be forwarded to the board. He said the incremental changes that will be recommended in the report will likely include:

- Removal of the house and barn.
- Opening up of sight lines to the property by removing trees and brush.
- Enhancing and encouraging fuller use of the property, even before building a major structure there.
- Avoiding the construction of smaller or temporary structures that could preclude eventual more significant uses for the property.

Katie left the meeting at 7:24

## **7. Select Committee Reports**

a. Board Management Committee (report from Katie, read in her absence by Donna)

The BMC has put together gift baskets that will be delivered to the departing board members. They are also preparing for the orientation of the four incoming board members and for the Head of School's

annual performance review in late June. In addition, they intend to renew efforts to plan a board retreat for sometime in the fall.

Karl noted that Rebecca Hanissian, a Lyme resident who has a daughter who is a TA graduate, has been chosen as the new Lyme representative to the TA board.

**b. Advancement Committee (Marisa)**

She noted that the Day of Giving challenge campaign had “totally exceeded” expectations, unlocking both Byrne Foundation matches and bringing in 76 new donors, 31 lapsed donors, and an additional \$6,000. It was the largest increased in donors in several years. She also noted that four semifinalists were interviewed for the new advancement and communication position and the expectation is that two finalists will be chosen soon.

**c. Resources Committee (John)**

John presented a slideshow with information on the final budget proposal (archived separately). He pointed out that the format has been reworked so from this point forward, the quarterly financial reports will align more closely with the format of the budget. He also noted that from now on, all monies — including in-and-out funds like grants and the income and costs for the Woods Trail Run — will be included in the budget. He added that an effort was underway to plan more exactly for capital expenditures in the future.

A discussion followed about the funds allocated for the new DEI position. Sheilagh expressed concern over whether sufficient resources are being allocated to ensure that the goals outlined by the Anti-Racism Task Force can be achieved. Marisa, in her role as chair of the Advancement Committee, suggested that she meet with Sheilagh to explore opportunities to seek grant funding for the DEI initiative to augment the budgeted funds.

**8. Action Item: Vote on the Fiscal Year 2023 Budget**

Motion: To approve the budget as presented.

Moved: Dana

Second: John

The motion passed with one abstention (Sheilagh).

**9. Farewell and Appreciation for Retiring Board Members**

Donna read some words of thanks about each of the board members stepping down this year — Shannon Darrah, John Ziegler, Robin Junker-Boyce, Karl Furstenberg, Lindsey Klecan, and Gio Bosco — and about their specific contributions to the board’s work. There was a round of thanks from and to all.

Marisa left the meeting at 8:27 p.m.

**10. Other Business / Future Board Meeting Agenda Items**

Donna noted that there will be no board meeting in July, and the regular monthly meetings will resume in August.

**11. Adjournment**

Motion: To adjourn.

Moved: Gio

Seconded: John

The motion passed unanimously.

The meeting adjourned at 8:31 p.m.

Drafted by Leif LaWhite (Recording Clerk)

Respectfully submitted by Dana Grossman (Clerk)