

Board Meeting Notes

Date: February 25, 2026

Time: 5:00–7:00 PM

Next Official Meeting: March 25, 2026

Attendees:

Rosie Donnelly, Sharon Detweiler, Joseph Mack, Shanti Cope, Maureen McDonough, Matt Thibos, April Smith

1. Requests to Modify and/or Add to the Agenda

No modifications were made.

2. Public Comment (5:00–5:15 PM)

No public comments.

3. Board Business & Vote

a. Financials – November, December, January

- Financials presented collectively due to prior timing delays.
- AR trending positively; VPK revenue increased.
- Projected ~\$500,000 capital outlay underspend if no additional projects executed.
- Enrollment decline may result in ~\$260,000 projected operating shortfall next year.
- Draft 2026–2027 budget to be built under two scenarios (146 and 155 students).
- Motion to approve November–January Financials.
Motion by Rosie to approve, seconded by Shanti

b. Minutes – November, December, January

- Minutes reviewed.
- Motion to approve all three sets.
Motion by Rosie to approve, seconded by Matt

c. Board Handbook – Matt Thibos Lead

- Revised Board Orientation Package and Board Pledge presented.
 - Clarifies expectations and board member standards.
 - Motion to approve Board Handbook and Pledge.
Motion by Rosie to approve, seconded by Maureen
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4. Facilities & Vote

b. Safety & Security Cameras

- Previously approved; vendor targeting Spring Break installation.
- Estimated cost approximately \$27,000.

c. Catwalk Project

- Materials delivered; installation to be completed around student schedule.

d. Science Room Air Quality (Halo)

- Air quality solution discussed; pricing to be finalized.

e. Fans – Lunch Space

- WireNuts will complete the work over spring break **Motion by Rosie to approve, seconded by Sharon.**

f. Back Fence Replacement

- Replacement options being explored. **Motion by Rosie to approve, seconded by Sharon**

g. Fire Marshal – Roof

- Reviewed; no immediate violations noted.

h. Fire Marshal – Railings

- Additional railings discussed for compliance and safety. **Motion by Rosie to approve, seconded by Sharon**

i. Capital Project Prioritization (Workshop Discussion)

Projects reviewed:

1. Playground improvements **Motion by Rosie to approve, seconded by Sharon**

2. Container storage facility
 3. Hurricane doors
 4. Trailer carpet removal / tile installation
- Hurricane Doors:
 - Quote received at ~\$38,958 (full scope); ~\$25,000 if select doors excluded.
 - Not a Fire Marshal requirement; shutters currently in place.
 - Project tabled pending prioritization.
 - Trailer Tile Replacement:
 - Measurements completed; pricing pending material selection.
 - Targeted as summer project.

j. Hurricane Plan

- Confirmed storm panel coverage exists.
 - Plan to revisit and formalize procedures prior to hurricane season.
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5. Finance & Vote

a. Finance Update

- Finance Committee reviewing revenue and projected costs.
 - Target reserve goal ~1.5x operating costs (~\$390,000).
 - Planning underway for potential enrollment-related funding impacts.
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6. SAC

- Update provided; focus on enrollment and community engagement.
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7. Fundraising

- **Luau – April 18:** Planning underway; board participation encouraged.
 - **Sponsor Brunch – March 10:** Outreach to Nautical Nights sponsors and key donors.
 - Newsletter development and evaluation of email platform discussed.
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8. Housekeeping

- Summer project planning timeline reviewed.
 - Marketing efforts to support enrollment ahead of April FTE.
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Action Item Recap

1. Build 2026–2027 draft budget (146 & 155 student scenarios).
2. Monitor projected operating shortfall and summer cash flow.
3. Complete security camera installation (Spring Break target).
4. Finalize science room air quality solution pricing.
5. Review and price lunch space fan options.
6. Obtain fence replacement details and costs.
7. Confirm Fire Marshal requirements (roof/railings).
8. Prioritize capital projects and bring recommendation forward.
9. Finalize hurricane door quotes and reassess timing.
10. Select trailer tile materials and secure final quote (summer install).
11. Formalize updated Hurricane Preparedness Plan.
12. Finalize March 10 sponsor brunch and continue Luau planning.
13. Advance marketing efforts prior to April FTE.