

**Minutes from a Regular Meeting of the
Board of Trustees of WHIN Music
Community Charter School**

WHIN Music Community Charter School

Board of Trustees Meeting

Tuesday, 1 November 2016

7:00PM – 9:10PM

Full External Board Meeting

LOCATION:

Shearman & Sterling LLP

599 Lexington Avenue

New York, NY 10022

A meeting of the Board of Trustees (the “Board”) of the WHIN Music Community Charter School (“WHIN Charter School”) was held on Tuesday, November 1, 2016, at the offices of Shearman & Sterling, 599 Lexington Avenue, New York NY 10022.

The following Board members were present:

- David Gracia
- Gregory David
- Robert Green
- Charlie Ortiz
- Andrea Profili
- Kenneth Grover
- Melissa Wagner
- Ivonne Norman
- Anne Cohen

Also in attendance was:

- Arnold Adlin
- David Umansky
- Katie Maslechko
- Matthew Weston
- Chika Oparaji

1. Call to Order

Mr. David began the meeting at approximately 7:00 pm with a roll call of attendees. The Agenda of the Regular Meeting of the Board of Trustees was distributed to the Board Members and used as a reference throughout the meeting.

2. Accept Board Meeting Minutes from October 2016 Meeting

Board Chair, Mr. David, introduced a motion to accept the minutes from the Board Meeting held on October 6, 2016.

Upon motion duly made and seconded, the Board Meeting minutes for the October 6, 2016 Board meeting, with the addition of Anne Cohen as an attending Board member at the Board meeting, was unanimously approved by all of the Board members present.

3. Presentation and Conversation with David Umansky and Katie Maslechko of Civic Builders

Mr. Umansky and Ms. Maslechko of Civic Builders (“Civic Builders”) led a presentation concerning the facilities options for the WHIN Music Community Charter School. Because WHIN has an anticipated opening in September 2017, there has been a search for both short- and long-term space for the school. Civic Builder’s presentation focused on the options for long-term facilities available to the WHIN Charter School and the steps necessary to secure a long-term facility. Civic Builders identified eleven potential sites and discussed the pros and cons of each site. The Board agreed that the selection of a short-term space would be further discussed at the December Board meeting.

4. Board Committees

Mr. David discussed the proposed formation and functions of the three Board Committees (Executive, Finance and Program). Mr. David discussed the role of each committee and informed the Board that the Executive Committee would oversee all matters related to both the Finance and Program Committees. Mr. David then opened up a discussion concerning requests to join each committee. Messrs. Grover, David and Green nominated themselves for positions on the Executive Committee. Mr. Grover and Mses. Wagner and Cohen nominated themselves

for positions on the Program Committee, and Mr. Green and Ms. Norman nominated themselves for positions on the Finance Committee.

Upon motion duly made and seconded, the appointment of Messrs. Grover, David and Green to the Executive Committee, Mr. Grover and Mses. Wagner and Cohen to the Program Committee and Mr. Green and Ms. Norman to the Finance Committee, was unanimously approved by all of the Board members present.

5. Management Reports

There was a discussion concerning various managerial topics. Mr. Ortiz informed the Board in connection with advice received from other charter schools, he is currently negotiating to secure a short-term lease for an incubator space at 111 Broadway. The Board then discussed staff and student recruitment..

Mr. Ortiz updated the Board on the CSP Grant. Mr. Ortiz explained that WHIN Charter School had executed a final contract with New York State and as such the CSP Grant process is substantially complete. The grant will provide \$800,000 to WHIN Charter School, distributed over a three-year period.

The Board discussed the October 20, 2016 fundraiser event and follow-up efforts. Mr. David detailed that the event generated \$10,000 of direct donations and \$20,000 of overall donations. Mr. Gracia discussed the potential for future events, especially in Spring 2017. There was discussion on the Board's recent visit to the New England Conservatory Lab Charter School.

There being no further business for discussion, upon motion duly made and seconded, the meeting was adjourned at approximately 9:10 pm.