

MINUTES OF A MEETING OF
THE BOARD OF TRUSTEES OF THE
AMANI PUBLIC CHARTER SCHOOL

December 5, 2016

A meeting of the Board of Trustees (the “**Board**”) of the Amani Public Charter School (the “**School**”), was held at the School’s facility at 60 South Third Avenue, Mount Vernon, NY on December 5, 2016, beginning at approximately 6:30 pm. local time pursuant to notice duly given.

The following Trustees were present in person at the meeting: Sidney Burke, E. Adell Dowdy, Robert Jones, Stephanie McCaine, and Jim Killoran.

David Eichler and Richard Thomas sent their regrets in advance and were not present. Laura Francis was not present.

Also present at the meeting were Debra Stern (the School’s Executive Director), Yasmeen Livingston (the School’s Director of Advancement and Legal), and Phil Salmon (the School’s Director of Finance). Mr. Burke presided as Chair of the meeting and recorded the minutes as secretary for the meeting.

Attached as Exhibit A are the materials provided to the Board at or prior to the meeting.

After noting that a quorum was present, the Chair called the meeting to order.

1. Public Comment. The Chair opened the floor for public comment. No one from the public chose to speak.
2. Finance Matters. The Board discussed with Mr. Salmon the investment of the operating reserve and certain other finance matters. Mr. Salmon noted that he would be working with the Finance Committee to update the current interest rates offered by the various parties that we have spoken with in the past and report back to the Board. Mrs. Stern and Mr. Salmon also noted that the School’s leadership would provide their recommendations for strategic uses of the operating reserve at the next Board meeting, since the uses of the operating reserve (and the timing of such uses) may impact the appropriate investment of such reserve in the interim. Mrs. Stern also discussed the SSF grant proposal that the School was submitting for part of the School’s library project.
3. School Snapshot. Mrs. Stern presented the School Snapshot to the Board, including a discussion of operations and finance, instructional matters and faculty observations, enrollment, high school placement, school culture and discipline, and upcoming events. Members of the Board asked various questions, which were answered.

4. Director of Curriculum and Instruction. Mrs. Stern updated the Board regarding the status of the DCI search. The Board and Mrs. Stern then discussed the primary candidates, including reactions from the Board members and staff who had met the candidates.

5. Executive Session. Upon motion duly made, seconded, and unanimously approved, the Board then went into executive session to discuss a confidential employment matter.

6. Fundraising. Mrs. Livingston provided an update to the Board regarding fundraising and various related activities, including the School's upcoming fundraiser in December.

7. Approval of Signing Authority of the Director of Operations. The Board and Mrs. Stern discussed the need for an additional member of the School's leadership team to have authority to sign checks for the School. After discussion, upon motion duly made and seconded, the Board approved (with Mr. Jones dissenting) the inclusion of Mr. Tanner as an authorized signatory for School checks and, in connection therewith, approved the resolutions attached as Exhibit B hereto.

8. Items for Next Meeting.

- Investment of operating reserve
- Mr. Tanner to report regarding the elevator and operations

9. Adjournment. There being no further business to come before the Board, the meeting was adjourned.

Respectfully submitted,

Sidney Burke
Secretary for the Meeting

APPROVED:

E. Adell Dowdy
Vice Chair

EXHIBIT A

[Board materials attached]

EXHIBIT B

Resolutions of the
Board of Trustees (the “**Board**”)
of the
Amani Public Charter School (the “**School**”)

December 5, 2016

Banking Authority

RESOLVED, that the officers of the School and the Executive Director, Director of Curriculum and Instruction, and Director of Operations (in each case, whether acting, interim, or permanent) (collectively, the “**Authorized Representatives**”) are each hereby authorized:

- (a) To designate one or more banks or similar financial institutions as depositories of the funds of the School;
- (b) To open, maintain, and close general and special accounts (including, without limitation, an account in respect of the School’s library fund) with any such depositories;
- (c) To cause to be deposited in such accounts such funds of the School as such Authorized Representatives deem necessary or advisable, and to designate or change the designation of the Authorized Representatives or agent(s) of the School authorized to make such deposits and to endorse checks, drafts, and other instruments for deposit;
- (d) From time to time to designate, change, or revoke the designation of the Authorized Representatives or agent(s) of the School authorized to sign or countersign checks, drafts, or other orders for the payment of money issued in the name of the School against any funds deposited in any of such accounts;
- (e) To authorize the use of facsimile signatures for the signing or countersigning of checks, drafts, or other orders for the payment of money, and to enter into such agreements as banks and similar financial institutions customarily require as a condition for permitting the use of facsimile signatures;
- (f) To make such general and special rules and regulations with respect to such accounts as they may deem necessary or advisable and to complete, execute, and certify any customary printed blank signature card forms in order to exercise conveniently the authority granted by this resolution, and any resolutions printed on such cards are deemed adopted as a part of this resolution.

RESOLVED, that all form resolutions required by any such depository are adopted in the form utilized by that depository, and that the Authorized Representatives are authorized to certify such resolution as having been adopted by these resolutions and to insert a copy of any such form resolution in the minute book immediately following these resolutions; and

RESOLVED, that any such depository to which a certified copy of these resolutions has been delivered by an Authorized Representative is authorized and entitled to rely upon such resolutions for all purposes until it receives written notice of the revocation or amendment of these resolutions adopted by the Board; and

Miscellaneous

RESOLVED, that the Authorized Representatives be, and each of them hereby is, authorized, empowered and directed to execute and deliver any and all other agreements, instruments, certificates and other documents, to pay such fees and taxes, to give such notices, to make such filings, to obtain such governmental and third-party consents, and to take such actions in the name and on behalf of the School as such Authorized Representatives may deem necessary or advisable to effectuate the purposes and intentions of the foregoing resolutions; and

RESOLVED, that the authority and power given under the foregoing resolutions shall be deemed retroactive and any and all acts authorized thereunder performed prior to the passage of the foregoing resolutions be, and they hereby are, ratified and approved.