



The Association for the Advancement of Education, DBA The Hawbridge School  
Board of Directors Meeting Agenda  
Wednesday, July 24, 2024, at 6:00 p.m.  
Upper School Commons

**I. Call to Order – 6:07pm**

**II. Roll Call**

*Attending Board Members:*

Kemp Watson-Ormond (Chair), Steckley Lee, Amanda Rose (Treasurer, Acting Secretary), Johnny Buck, Dylan Bondy, Daniel Ayers, Amanda Graham (virtual attendee)  
Absent: Ted Teague (Vice Chair), Josh Horton (Secretary)

*Attending School Directors and Faculty Representatives:*

Taneeka Hanna (Lower School Director), Lora Wilder (Lower School Faculty Representative)

**III. Approval of Agenda** – Upon a motion duly made and seconded, the Board unanimously approved the Agenda.

- a) Suggestion raised by A. Rose that the August 2024 Agenda include proposed dates for all 2024 – 2025 board meetings for approval and advanced posting on the Hawbridge website.

**IV. New Board Member and LS Director Introductions**

**V. Public Comment** – No public comments were offered.

**VI. Consent Items**

- a) **Approval of Previous Meetings' Minutes** – Upon a motion duly made and seconded, the proposed June 2024 meeting minutes were approved.
- b) **Future Meeting** – Upon a motion duly made and seconded, the Board set the next meeting for Wednesday, August 28, 2024 at 6pm (Upper School).

**VII. Reports**

a) **Faculty Representative**

i. **Lower School Representative (L. Wilder) presented both the lower and upper school reports**

Lower School staff welcomed Ms. Hanna with a well-attended luncheon July 17. Teachers have met with her individually and/or by grade levels to share their thoughts on our past and hopes for the future. Many teachers

have already been at school preparing for Back-to-School Night scheduled for Monday, August 12 and the first day of school, Thursday, August 15. Some teachers have and/or will attend Youth Mental Health First Aid training and MClass training. We anticipate a strong start and positive school year!

The Upper School BETA Club and Mrs. Denny have worked hard this summer to refresh the school hallways by painting and spackling the downstairs. They have recently been awarded the National BETA School of Distinction Award and the National BETA School of Merit Award.

## **b) Board Committee Updates**

- i. Governance (K. Watson-Ormond)** – no update presented
- ii. Strategic Planning (K. Watson-Ormond)** – Sarah Abernethy, former board member, plans to present the strategic plan at the August 2024 board meeting
- iii. Board Selection (K. Watson-Ormond)** – no update presented
- iv. Finance (J. Buck)**

The finance committee met on July 24<sup>th</sup> at 8:30am at Cup 22.

The committee believes that the money market account at Stifel is ready for funding; member(s) will coordinate with J. Shelton when she is back in office.

J. Buck has a meeting planned with the head of UNC Chapel Hill's Morehead-Cain Foundation to discuss endowment funds, best practices, etc.

J. Buck will also be meeting with Natalie Gerringer (PASTA chair) to discuss combining fundraising efforts of the Board and PASTA, with the objective of minimizing the asks to the community and preventing confusion. All logistical details related to the structure of the arrangement need to be agreed upon. The finance committee envisions the capital campaign lasting the duration of the year, with two key events each year: (1) fall festival and (2) a spring duck race in which rubber ducks are temporarily floated down the Haw River. Tracking against the established annual goal would be transparent, with clear communication about progress during the year. PASTA would be asked to participate to ensure the success of the events.

Fall Festival is planned for Sunday, October 13<sup>th</sup> from noon to 5pm. A planning committee is necessary given the unfilled business director position. In the absence of any objections (none noted by board members or faculty representative), the finance and/or festival planning committee will pursue having local donors sponsor activity booths to increase profitability. With input from L. Wilder, there was discussion about the popularity of teacher ridicule activities (e.g. dunk tank,

pie-in-the-face) and the need to incorporate this type of activity into the Fall Festival to encourage participation.

The potential spring fundraiser is tentatively planned for May 5<sup>th</sup>, 2025, to coincide with Haw River Fest. The Haw River Assembly has agreed to incorporate this event into the first Saturdays in Saxapahaw. Successful execution of this event may require a business director. Due to the scale of the event, it is critical to have a point person that organizes the multitude of committees necessary. J. Buck will distribute timeline and other materials to the board so that all members are informed of the scale and effort required to successfully implement this event. The board will need to decide whether to move forward this year if the business director role remains unfilled. This will be discussed at a future board meeting.

T. Hanna raised concerns about fulfilling business director responsibilities in the interim period. This ranged from day-to-day matters to accomplishing the goals set forth in the draft strategic plan. Various board members conveyed that the strategic plan should be executed in a manner that ensures success. There was an acknowledgement that adequate staffing is necessary to distribute workload and position the school to be able to achieve strategic goals.

**c) Treasurer (A. Rose)**

As of the end of June, the 2023-2024 fiscal year was complete. The preliminary budget, prior to any final audit adjustments, reflected surplus consumption during the year of \$72K which was a \$21K improvement over the final budget that the Board approved in June. Fourteen thousand of this difference was attributable to a leave-related reduction in personnel expenses that impacted projections for salaries, retirement, and FICA/medicare. EC Contracted Services were also lower by \$6K than anticipated. As of the end of June, the school has \$1.7M in total surplus.

**VIII. New Business (K. Watson-Ormond unless otherwise denoted)**

**a) Concern About the Tree in the Lower School Traffic Circle**

Two assessments have been performed on the health of the large tree at the center of the lower school traffic circle. The second assessment was additionally reviewed by an unrelated third party. The result of these assessments is the determination that the tree is a healthy, aged tree. However, there is a recommendation that multiple limbs be trimmed to preserve the safety of people utilizing the traffic circle. This assessment will be performed annually to ensure that the health of the tree remains.

The land that the tree is on is owned by collective businesses. Approval for trimming of the limbs must go through proper channels and cost will be shared. If the limbs are not cut prior to the start of the school year, traffic may need to be re-routed behind the Saxapahaw condos.

**b) Upcoming events**

- i. Board Training will be held August 7<sup>th</sup> and 8<sup>th</sup> from 8:30am – 12:30pm

- ii. Donuts with the Director (T. Hanna) will be held August 5<sup>th</sup> from 10am to noon at the lower school
- iii. S. Lee inquired about future training opportunities at Hawbridge (e.g. Seeds of Change, CPR, Peaceful Schools)

**c) Audit and other Administrative Needs**

- i. Proof of residence needs to be submitted to J. Shelton by all board members
- ii. Conflict of interest forms must be signed

**IX. Closed Session**

- a) **To Consider Confidential Matters Pursuant to NC G.S. §§ 143-318.11(a)(5) and 143-318.11(a)(6)** – Not applicable; there were no closed session matters

- X. Adjourn** – Upon a motion duly seconded, the Board unanimously voted to adjourn at 7:31pm.