



SPECIAL BOARD MEETING MINUTES # AGENDA
BOARD OF TRUSTEES
WEDNESDAY, SEPTEMBER 25, 2013
5:15 PM, ADMIN CONFERENCE ROOM

I. PRELIMINARY

A. Call to Order

Conference Call 1-646-307-1300
Participant Access Code 3959481
*Organizer Access Code *4249317*

B. Roll call

	Present	Absent		Present	Absent
Allison Holdorff Polhill	X		Mark Epstein		X
Chris Lee	X		Matthew Wunder		X
Leslie Woolley	X		Monica Iannessa	X	
Kimberly Thomas		X	Polly Bamberger	X	
Mystic Thompson		X	Stephanie Inyama	X	
Jeanne Saiza		X			

NON VOTING MEMBERS

	Present	Absent
Tucker Reynolds	X	

PCHS MANAGEMENT

	Present	Absent
Pamela Magee	X	
Greg Wood	X	
Jim Schiffman	X	

C. PUBLIC COMMENT

Non-agenda items: No individual presentation shall be for more than two (2) minutes and the total time for this purpose shall not exceed sixteen (16) minutes. Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

Speakers may choose to speak during the public comment segment and/or at the time an agenda item is presented.

NONE

D. DISCUSSION ITEMS

The Board requested the presence of Matt Miller and /or Caroline Larsen to give feedback to both the administration and Board about audit timeline. Additionally, VTD employee feedback is needed to identify services within the supplemental contract.

Does the PCHS financial infrastructure need to be aligned with the 2004 Non profit Integrity Act? A question was raised as to whether educational institutions are under this act.

The Board and administration await further information from VTD on the service contract. The VTD contract needs more details such as outline of deliverables and timelines for delivery.

The Board recommends that the audit company confer with management and adjust the VTD contract accordingly. The board audit committee will then communicate with Dr. Magee. For now, the Board will table the item and will decide on approval when the contract is updated.

Item tabled.

E. ACTION ITEMS

- A. Approve contract with auditors Vavrinek, Trine, Day & Co.

Motion:

Seconded the motion:

	YES	NO	AB		YES	NO	AB
Allison Holdorff Polhill				Mark Epstein			
Chris Lee				Matthew Wunder			
Leslie Woolley				Monica Iannessa			
Kimberly Thomas				Polly Bamberger			
Mystic Thompson				Stephanie Inyama			
Jeanne Saiza							

TABLED

F. CLOSED SESSION

G. OPEN SESSION

H. ADJOURNMENT

6:05 pm
