Charter School of Inquiry (CSI)

Annual Meeting Minutes

July 11, 2017

1. **Call to Order.** The annual meeting of the Board of Trustees (the “Board”) of the Charter School of Inquiry (the “School”) was called to order by Helene Kramer, the presiding officer, on July 11, 2017 at 4:48 pm at the Charter School of Inquiry, 404 Edison Street, Buffalo, New York 14215.

   Trustees present: Betty Evans, Helene Kramer, Peter Dow, Patrick Miner, Pamela Nicastro, Melissa Stadler

   Head of School: Robert Fetter

   Board Counsel: Steven Polowitz

2. **Proof of Public Notice**

   Pursuant to the Open Meetings Law, Helene Kramer shared a notarized affidavit listing the places where the Notice of Meeting for the meeting held on July 11, 2017 was posted and a list of media outlets who were asked to publicize the meeting on their community calendars or in their print notices. This notarized affidavit will be kept on file.

3. **Trustee Elections.**

   a. **Slate Presented:** The terms of four trustees – Peter B. Dow, Pamela Nicastro, Patrick Miner and Jack Roberson, Jr. expire in July 2017. A motion to re-elect Peter Dow, Pamela Nicastro and Patrick Miner to three- year terms and to re-elect Jackie Roberson, Jr. to a one-year term was made by Melissa Stadler, seconded by Betty Evans and approved unanimously by the trustees.

   b. **Nominations from the floor.** No nominations from floor.

4. **Board Officer Elections**

   a. **Slate Presented:** The Chair presented the following slate of officers for board consideration:

      Chair: Helene Kramer
      Vice Chair: Peter Dow
      Secretary: Melissa Stadler
      Treasurer: Patrick Miner
b. Nominations from the floor: Ms. Stadler declined consideration as board secretary for this year. Ms. Deborah Porter’s name was put in nomination by Ms. Kramer.

The Board voted on the final slate of officers. A motion to accept the slate, with Deborah Porter as Board Secretary, was made by Patrick Miner, seconded by Pamela Nicastro and approved unanimously by the trustees.

5. Resolution to Appoint Board Committees for 2017-18
The resolution to appoint committee chairs and members for standing committees in the 2017-18 fiscal year, was made by Peter Dow, seconded by Melissa Stadler, and approved unanimously by the Trustees. Resolution is attached.

6. Other / New Business. None

7. Adjournment. Having no other business to conduct, Melissa Stadler moved that we adjourn the meeting, Patrick Miner seconded and the motion passed unanimously. The meeting was adjourned at 5:08 pm.

Respectfully submitted by:

Deborah Porter
Secretary
July 11, 2017 Date
CHARTER SCHOOL OF INQUIRY

RESOLUTION TO APPROVE STANDING BOARD COMMITTEES

Resolution Annual Meeting #2017-071117-5

At a Regular meeting of the Board of Trustees of the Charter School of Inquiry (the School) held on the 11th day of July 2017 at 404 Edison Street, Buffalo, New York, a lawful quorum being present, the following Resolution was adopted by the Board of Trustees:

RESOLVED: That the standing committees of the Board of Trustees will have the following membership during the 2017-18 fiscal year (July 2017 - June 2018):

Executive Committee:
Helene Kramer, Chair
Peter Dow
Deborah Porter
Patrick Miner
Pamela Nicastro

Audit/Finance Committee:
Patrick Miner, Chair
Helene Kramer, member
Betty Evans, member

Human Resources/Personnel Committee:
Pamela Nicastro, Chair
Deborah Porter, Member
Melissa Stadler, Member

Board Secretary: Deborah Porter
Date: 7/11/2017