

Board of Trustees
Meeting Minutes ~ Annual Meeting
Tuesday, September 28, 2021 – 5:30 p.m.
Collegiate Charter School of Lowell
1857 Middlesex St, Lowell, MA 01851

I. Call to order – Walter McGrail – President

President Walter McGrail called the meeting of the Collegiate Charter School of Lowell Board of Trustees at 5:37 pm on Tuesday, September 28, 2021 at the school. (1857 Middlesex St. Lowell, MA 01851)

II. Roll Call – Vanessa Pileggi conducted a roll call.

- a. President Walter McGrail – Present
- b. Vice President Kathleen McCarthy – Present
- c. Treasurer Alan Miller – Present
- d. Secretary Erika Souza – Present
- e. Board Member Pravin Patel – Present
- f. Board Member Brian Chapman – Present
- g. Board Member Sathya Pholy – Present

Guests: **In Person:** Dr. Laurie Hodgdon, Amy Wesley, Carl Nystrom, Liza Anderson, Vanessa Pileggi. **Remote:** Christi Seiple-Cole, Ryan Meek

III. School Mission: Entire Board recited the mission.

IV. Approval of the Agenda as presented – September 28, 2021

Motion to approve the September 28, 2021 annual meeting agenda was called by E. Souza Seconded by A. Miller.

Yes=7 No=0. Motion approved.

V. Approval of Minutes – October 20, 2020 Annual Meeting Minutes

A motion was made by K. McCarthy to accept the October 20, 2020 meeting minutes as presented. The motion was seconded by E. Souza.

Yes=7 No=0. Motion approved.

VI. New Business

a. Election of Board Officers

A motion was made by B. Chapman to present as a slate for the upcoming year: President Walter McGrail, Vice President Kathleen McCarthy, Secretary Erika Souza, and Treasurer Alan Miller. The motion was seconded by K. McCarthy.

Yes=7 No=0. Motion approved.

b. Assignment of Committee Members

A motion was made by K. McCarthy for Sathya Pholy to join the Governance committee. The motion was seconded by E. Souza.

Yes=7 No=0. Motion approved.

A motion was made by E. Souza for Sathya Pholy to join the Outreach committee. The motion was seconded by K. McCarthy.

Yes=7 No=0. Motion approved.

A motion was made by E. Souza for Walter McGrail to join the Finance committee. The motion was seconded by B. Chapman.

Yes=7 No=0. Motion approved.

Updated Committee Member Assignments as of September 28, 2021 Annual Meeting:

COMMITTEE MEMBERS					
Finance Committee	Facilities Committee	Education Committee	Governance Committee	Outreach Committee	Executive Committee
Alan Miller (Chair)	Kathleen McCarthy (Chair)	Erika Souza (Chair)	Erika Souza (Chair)	Brian Chapman (Chair)	Walter McGrail (Chair)
Pravin Patel	Walter McGrail	Kathleen McCarthy	Sathya Pholy	Sathya Pholy	Kathleen McCarthy
Walter McGrail					Alan Miller
					Erika Souza
					+1 member TBD

c. Committee Meeting Schedules

The board discussed establishing committee meeting calendars, with each committee meeting three times per year held on the same day as the regular monthly board meeting. The committee meetings will occur prior to the regular board meetings at 5:00pm. A proposed calendar will be shared with the board.

VII. Adjournment

K. McCarthy motioned to adjourn the meeting. Seconded by E. Souza. Meeting adjourned at 5:59pm.

Meeting Documents:

1. October 20, 2020 Annual Meeting minutes
2. Board of Trustees Committees

Minutes prepared by Vanessa Pileggi.

Respectfully Submitted,

Erika Souza, Secretary

Collegiate Charter School of Lowell Board of Trustees