

Board of Trustees
Meeting Minutes ~ Annual Meeting
Tuesday, September 20, 2022 – 5:30 p.m.
Collegiate Charter School of Lowell
1857 Middlesex St, Lowell, MA 01851

I. **Call to Order** – President Walter McGrail called the meeting of the Collegiate Charter School of Lowell Board of Trustees Annual Meeting at 5:41 pm on Tuesday, September 20, 2022, 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***: Carl Nystrom, Mahdi Kansou, Jose Afonso, Vanessa Pileggi, Courtney Connors

III. **School Mission**: Entire Board recited the mission.

IV. **Floor Open to the Public**: No comments.

V. **Approval of the Agenda as presented** – September 20, 2022

Motion to approve the September 20, 2022, meeting agenda was called by B. Chapman
Seconded by E. Souza. **Yes=7 No=0. Motion approved.**

VI. **New Business**

a. **Election of Board Officers**

The board discussed the renewal of the current board officers in their roles for this 22-23 year. B. Chapman made a motion to elect the slate of BOT officers to another term (W. McGrail – Chair, K. McCarthy – Vice Chair, A. Miller – Treasurer, E. Souza – Board Secretary). Seconded by E. Souza. **Yes = 7 No = 0. Motion approved.**

b. **Assignment of Committee Members**

K. McCarthy made a motion to retain the present committee membership. Seconded by B. Chapman. **Yes = 7 No = 0. Motion approved.**

Discussion regarding assigning the Governance committee the task to review the current bylaws.

c. **Board Retreat**

Initial discussions around when the board would like to hold its annual retreat; ideas and suggested time of year can be submitted to the Governance committee chair.

d. **BOT Secretary Position**

Discussion around the role of the secretary to the board of trustees. A recommendation was made to have the BOT secretary position posted and a

candidate hired to work part-time in the role. E. Souza made a motion to post the job for Board Secretary. Seconded by A. Miller. **Yes=7 No=0. Motion approved.**

- VII. Adjournment** – K. McCarthy motioned to adjourn the open meeting at 6:03pm. Seconded by E. Souza. **Yes=7 No=0. Motion approved.**
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Meeting Documents: N/A

Minutes prepared by Vanessa Pileggi.

Respectfully Submitted,

Erika Souza,

Secretary Collegiate Charter School of Lowell Board of Trustees