

**Minutes of the  
CHIME Institute  
Board of Directors Meeting  
Held via Zoom Video Conference  
Tuesday June 29, 2021**

**Members Present:** P. Smith (President), J. Mark, D. Hamilton, T. Myman, T. Battaglia

**Members Absent:** M. Aguilar, M. Polansky, M. Rinnert

**Others Present:** E. Studer, I. Castillo, A. Cox, S. Doherty, K. Jamison, W. Caplenor, Shelbi Doherty

Call to Order: The meeting was called to order by Board Chair/President P. Smith **Public Comment** (3 minutes each)—Speakers were allowed the opportunity to “sign up” for public comment before the start of the meeting and public comment was invited for each agenda action item. Each speaker, if any, was advised of the three (3) minute time limit and that ordinarily, Board members cannot respond to presentations on non-action items as no action can be taken on non-agenda items, but that the Board may advise that direction may be given to staff following a presentation later.

- I. **Public Comment:** There was an opportunity for public comment, and none was made
- II. **Consent Agenda** (5 min) The following item(s) may be adopted by a single vote of the board, or any item(s) may be pulled off of consent by any member’s request (without any need for a vote to pull from consent).
  - a. **Approval** of the Chime Institute Board of Directors meeting on June 29, 2021
  - b. **M/S/P Motion** (P. Smith, T. Myman) to approve the Chime Charter School Board of Directors meeting on June 6th, 2021
  - c. **VOTE**
    - a) **Yeses:** P. Smith, J. Mark, D. Hamilton, T. Myman, T. Battaglia
    - b) **No’s:** None
  - d. **MOTION PASSES: 5-0-0**

**I. Educational Programs Reports**

1. A Cox discussed updates about getting ready to bring students back to the Early Education Program.
  - a) There are additional restrictions in place.
  - b) There was a discussion about enrollment.
  - c) There was a discussion about staff vaccinations
  - d) P. Smith requested information about what students have indicated about returning and what programs will return to campus. A. Cox answered his questions.

2. P. Smith suggested a two hour meeting on August 3<sup>rd</sup>.
  - a) One hour devoted to identifying individual goals of each board members
  - b) One hour devoted to goals of the board as a whole.
  - c) P. Smith brought up the idea of speaking with a strategic planning professional in relation to goal setting.
    - (1) He called for comments from the board.
    - (2) E. Studer suggested committing to a timeline for the processes.
  - d) There was a discussion about meeting structure.

## **II. Closed session**

1. The board conducted a performance evaluation of Annie Cox the Executive director of the early ed program
  - a) The board voted to provide a 3 percent increase of her salary
  - b) The board is going to conduct a salary investigation in regard to her pay at CSUN
  - c) The board voted to provide Annie for a \$10,000 bonus for her service during this pandemic
- b. The next board meeting is August 3<sup>rd</sup> 2021 from 6pm to 8pm

## **III. Adjournment**

1. The meeting was adjourned