



Cape Cod Lighthouse Charter School
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Cape Cod Lighthouse Charter School Special Meeting of the Board of Trustees

Date & Time: Tuesday, September 05, 2023 at 6 p.m.

This is a Zoom meeting

<https://us02web.zoom.us/j/3364539980>

Meeting ID: 336 453 9980

Minutes

I. Call to Order

Andy Murphy called the meeting to order at 6:03 pm

Present: Andy Murphy, Catherine O’Leary, Seth Rolbein, Beth Woelflein,,

Challis Crema, Josh Stewart, Tracy Murphy, John Scichilone **Absent:**

Rachel Lake, Jim McAuliffe, Mike MacMillan

Declaration of a Quorum

II. Public Forum - Karen Schichilone (former business manager)

III. Discussion of School Roof Replacement:

- Catherine discussed the need to expedite the process of securing a roofing company to begin construction of CCLCS’s roof. There are new leaks and it is becoming clear that this work needs to be started soon.
- Catherine discussed that she reached out to Sarah Peake about the application process to get state funds to support a portion of the cost (~100K)

- Catherine noted that we have ~127K in capital funds ready and that Eastern Bank could release funds from our account (~100K). She also mentioned we have a line of credit that could be accessed for financing.
- Karen Schicholone expressed concerns about taking the funds from Eastern.
- Seth inquired about using Foundation money. Catherine reported that Paul Niles has assured the administration that the Foundation is willing to release those funds.
- Review of the bids - Andy wondered if we have connections that could speak to the quality of workmanship from each company. Josh will reach out to Todd Thayer (one of the local business owners who wrote a letter of recommendation).
- Need to look at structural engineering assessment costs in addition to the roofing cost.
- Katie P. has reached out to the school's insurance company to file a claim.

Next Steps:

- Josh will reach out to Todd Thayer
- Catherine will contact a structural engineer to determine if additional considerations and costs may be a factor in the roof project.
- In the interim, Catherine will contact the roofer to conduct a patch of the roof where it is leaking.

IV. Next meeting September 18, 2023.

V. Motion to adjourn at 6:34 by Josh Stewart

Seconded by Catherine O'Leary. Unanimously approved.