



Meeting Minutes
 November 18, 2010
 3:00-5:00PM
 VLACS Conference Room
 30 Linden Street, Exeter, NH 03833

Attendees

Trustees: Ms. Kimberley Casey, Dr. Mark Joyce, Mr. Joseph Lovejoy, Dr. Kent Chamberlin, Mr. Matthew Treamer

Administration: Dr. Stephen Kossakoski, Mr. Tony Baldasaro, Mr. Matthew Oquist, Ms. Kyle Cote

Visitors: Ms. Roberta Tenney, NHDOE

Apologies: Dr. Arthur Hanson, Mr. John Hansen, Dr. Thomas Brennan

Agenda

Topics	Discussion	Decision
1. Call to Order	Mr. Lovejoy called the meeting to order at 3:35PM	
2. Election of Officers	2009-2010 Officers <ul style="list-style-type: none"> • Chair – Mr. Lovejoy • Vice Chair – Dr. Chamberlin • Treasurer – Mr. Treamer • Secretary/Clerk – Dr. Joyce 	<u>Nomination:</u> Dr. Joyce <u>Text:</u> To nominate and elect the same slate of officers who served during 2009-2010. <u>Second:</u> Ms. Casey <u>Discussion:</u> None <u>Vote:</u> All members voted in favor of the motion.
3. Approval of Minutes	Mr. Lovejoy asked if there were any recommended revisions to the October 7, 2010 meeting. No revisions were recommended.	<u>Motion:</u> Dr. Chamberlin <u>Text:</u> To approve the minutes of the October 7, 2010 meeting, as presented. <u>Second:</u> Ms. Casey <u>Discussion:</u> None <u>Vote:</u> All members voted in favor of the motion. Dr. Joyce abstained from voting as he did not attend the October 7 meeting.
4. Public Comment	None	
5. Finance		
5.1. Review of financial reports	Copies of the financial reports were provided to all Trustees prior to the meeting. There were no questions.	

5.2. Review 2009-2010 audit report	The report was not available for review by the opening of the meeting. The report will be reviewed at the next meeting of the Board of Trustees.
5.3. Legislative Task Force	Dr. Kossakoski thanked Mr. Lovejoy, Dr. Chamberlin, Dr. Joyce, and Ms. Tenney for attending the task force meeting held earlier in the day at the Department of Education. Discussion took place regarding how to prepare for the upcoming legislative session. The consensus opinion was that it is best to wait for questions to emerge before offering information about the success of the school.
6. Administrative Report	
6.1. Enrollment	Dr. Kossakoski reported that enrollments have increased from 7,005 (9/9/10) to 7,7,361 (11/12/10).
6.2. Administrative report	Ms. Cote and Mr. Oquist discussed their professional background and their duties at VLACS.
7. Curriculum and Programming	
7.1 Course Catalog	Dr. Kossakoski presented the new course catalog update and demonstrated new features that will make it easier for students, parents, and schools to obtain information about VLACS courses.
8. Personnel	
8.1 Staffing update	A list of new and current employees was provided to the Trustees. Gail Sudduth has been hired to assist with the competency and experiential learning opportunities program. Here position is grant funded.
9. Policy	
8.1 NA	
10. Old Business - NA	
11. New Business – Mr. Lovejoy asked the Trustees to think about the possibility adding a member to the Board of Trustees. The topic will be added to the January agenda for further discussion.	
12. Next Meeting: Thursday, January 13, 2011 at 3:00PM.	
13. Adjournment	
<u>Motion:</u> Dr. Chamberlin <u>Text:</u> To adjourn at 4:30PM <u>Second:</u> Dr. Joyce <u>Vote:</u> All in favor	
Minutes recorded by: Steve Kossakoski	