



Brooklyn Urban Garden Charter School

Board of Trustees Meeting

October 24, 2023

6:30pm - 8:00pm

Brooklyn Urban Garden Charter School, 500 19th Street, Brooklyn, NY

<https://meet.google.com/iww-pkee-pye>

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Members present by video: Ana Bast, Jamal Deek, Adam Drucker, Felice Ekelman, Regina Lee Fechter, Christine Kang, Don Mabrey, Jackie Piccolo, Erin Walker

Others: Susan Tenner, BUGS Executive Director; Kirstin Kelly, BUGS PTA Co-President; John Johnston, BUGS PTA Vice President; Susan Bakst, BUGS Director of Outreach; Dan Nee, BUGS Director of Inclusion and Assessments; Virginia Almendarez, Fundraising Consultant; Betty Freibusch, Garden Train

I. Welcome and Approval of Board Meeting Minutes

- A. The meeting was called to order at 6:34pm.
- B. Regina Lee Fechter made a motion to approve the September board meeting minutes, Ana Bast seconded, and all approved.
- C. The new attendees briefly introduced themselves.

II. Mission Moment

- A. Susan Tenner celebrated the Harvest Festival and how it showed what sustainability education could be. She highlighted the strong showing from alumni, high attendance, and engaging activities. Ana Bast and Regina Lee Fechter shared reflections about the strong sense of community, appreciation for the participation of community partners, and demonstration of BUGS CARES values. The board also thanked the PTA for being great ambassadors and managing the food and bake sale.

III. Student demographic data review

- A. Susan Tenner shared a presentation that she gave to staff about the demographics of our student population and comparisons with the district.
- B. Dan Nee, BUGS Director of Inclusion and Assessments, discussed how the team is designing strategies to support students and help train staff to address the increase in students with IEPs.

IV. Fundraising Update

Virginia Almendarez, BUGS fundraising consultant, reviewed the plan for achieving the \$150,000 fundraising goal and provided an overview of grants received and declined, as well as projected individual giving campaign results. She also encouraged 100% board participation as a metric to demonstrate leadership commitment to funders.

- A. BUGS is preparing for a year end giving campaign with plans to leverage matching gifts.
- B. The implementation of the Network for Good donor management system will allow for more targeted emails. Virginia also introduced the individualized peer to peer fundraising functionality.
- C. Besides the Harvest Festival, BUGS is planning a spring speaker event.
- D. Susan Tenner shouted out John Johnston for his help building relationships with elected officials and encouraged board members to share contacts that might be interested in funding BUGS.
- E. Felice Elekman suggested board members meet with the BUGS team for one-on-one strategy sessions.

V. Education & Accountability Committee

- A. Don Mabrey reported that the committee is continuing to discuss the strategic plan. Principal Wynette and Susan Tenner are working with a consultant on the school goals in preparation for the November board strategy meeting.
- B. Don provided a review of ELA and Math state test scores with BUGS general education students scoring well compared to CSD 15 and citywide. He noted that Principal Wynette and her team are looking more deeply at some of the subgroups to identify specific areas where students need extra help and to establish strategies to close the gap.

VI. Finance Committee

Jamal Deek reviewed the status of the audit and shared that the auditors are going to issue a clean, unmodified opinion that is the same as the prior year.

- A. Jamal made a motion to acknowledge that the board received the audit. Adam Drucker made the motion, Felice Ekelman seconded, all approved.
- B. Jamal informed the board of a cash improvement from June related to increase in interest rates. He confirmed with the committee that the move to move funds from IDB to Flagstar has been initiated, but not fully completed.

VII. Governance and Nominating Committee

Regina Lee Fechter presented on behalf of the committee.

- A. Regina reminded the board that the focus of the next board meeting will be on the strategic plan with an earlier start time to allow for deeper discussion.
- B. The board is continuing its effort to recruit new board members.

There was no Public Comment.

Don Mabrey made a motion to adjourn the meeting, Erin Walker seconded, and all approved.

The meeting was adjourned at 8:13pm.