

**INTERNATIONAL LEADERSHIP CHARTER HIGH SCHOOL**  
**BOARD OF TRUSTEES MEETING**  
**DECEMBER 15, 2015**

In Attendance: Doctor Elaine R. Lopez, Professor John Paul Gonzalez, Doreen Bermudez, Elissa Ramos and Lupita Samuels

Absent: Ana Koessler

Meeting called to order at 6:30 PM

**CEO REPORT:**

In preparation for the moving and relocation of operations to new school building, there has been a complete inventory of School furniture, supplies and technical equipment have been moved into our new building.

There are still a list of items left undone as part of the GMP and the construction. There are a few Electrical problems that needs to be corrected by the electricians. Work spaces are being sorted out and the infrastructure for technology and the computer system has been mapped throughout the building.

Con Edison completed the work to be done on the breaking of ground. Next steps are the cable connections.

The Fire alarm system is in place however there was a letter of Defect that was issued and has to be corrected by electrician. The meetings with Commissioner at DOB have gone well. We must anticipate hiring a 4<sup>th</sup> guard that has Fireguard certification in order to comply with fire safety until the defects are corrected.

The architects Perkins-Eastmen must conduct a walkthrough for punch list items. A Temporary Certificate of Occupancy was issued to set up operations only for 30 days, till January 15. All of the work in connection to obtaining a TCO to be in place so that students can be allowed access to the building on January 4th, 2016.

## **FINANCIAL REPORT**

The School construction project exceeded the projected budget by 1.7 million dollars, due to problem with the piles and the redesign.

Payroll and all overhead expenses have been met. However there are soft costs associated with owner's rep and consultant fees, expediter fees, DOB fees, upfront costs that may place a burden on our charter school's finances. To avoid this a loan is being pursued by our CEO.

A unanimous agreement was reached that would allow Dr. Ruiz Lopez to proceed with soliciting a bridge loan from the fund of the City of New York and/or the Small business administration.

\* Board to work on fundraising strategies and to work on identifying more board members.

Meeting Adjourned at 7:51 P.M.

Cordially Submitted by Lupita Samuels,

Board Secretary.