New Heights Board of Trustees

September 3, 2019

Starting Time: 5:30pm

Dinner Served: 5:00pm

Location: 1690 Main Street, Brockton, MA

1. Call to Order- meeting called to order at 5:11pm
2. Roll Call
	1. Board Members in Attendance: Mike Sullivan (call-in), Kimberly ZouZoua(call-in), Vinnie Marturano, Rick Schwartz, Judge Phillips, Ollie Spears, Manny Daphnis (Absent), Nick Christ (Absent), Stephen Bernard (Absent)
	2. NHCSB Staff Members in Attendance: Omari Walker, Suzanne Graham
	3. Construction Consultant: Taisha Crayton
3. Reports of Officers, Boards, and Standing Committees

A. Executive Director’s Report

* 1. Budget Amendment Discussion
		1. a)  ED discusses amendments were necessary during the summer. NHCSB would like to add FTE due to staff illness. This would bring a $10,000 deficit to budget, but short-term or long-term disability coverage will cover salary if necessary.
		2. b)  Rick motions to accept ED permission to hire additional FTE beyond budget that has already been passed. Motion seconded by Judge Phillips. Discussion to clarify short-term and long-term disability. Motion passed unanimously.
		3. c)  What can “we” do to give staff more support. ED will let Board know if there is anything/collection to contribute to. Will keep posted.
	2. FY19 Financial Report Dissemination - hard copy passed out a meeting, and emailed by Business Manager, Suzanne Graham

a) Initial Questions will be on September Board Meeting

Agenda to discuss further. Attendance: Emmanuel Daphnis joined meeting at 5:25pm.

IV. Main St. Campus Update

1. Consultant, Taisha Crayton, updates Board Members of process of

buildout. Permit to build 4 additional offices. Permission has been granted

to move into 4 offices.

1. Board Members question comfort level of accepting permission to

move-in without written clearance. Consultant assures permission is

granted.

1. Board Member discusses financial gains/losses from Main St. project.

Additional money was “moved” to other projects.

Attendance: Michael Sullivan arrived in-person at 5:43pm

V. Centre St. Negotiations

1. Ollie makes a motion to go to Executive Session. Seconded by Rick

Schwartz. Motion denied to allow Consultant a chance to update the Board

on Centre Street construction.

1. Consultant gives update of Centre Street building. Discussion of “Life

Safety” issues which can be taken care of during construction or during the year; light vs denial of occupancy. Building inspection done today. Electrical inspection will be done tomorrow. Consultant looking to get full occupancy by end of this week.

* 1. No occupancy was given in July so no one should enter: Building was unsafe according to inspector at time.
	2. Last week inspector denied temporary occupancy due to “Life Safety” issues throughout building. Issues were not resolved as of today, but not in NHCS physical space. NHCS is done with Phase A and could be granted temporary occupancy if these issues can be resolved.
	3. Signage will have to go through Zoning Board process. Temporary banners are being hung currently
1. Ollie motions to move to Executive Session to discuss legal matters. Seconded by Judge Phillips. Motion to move to Executive Session passed unanimously.
2. Roll Call: Kimberly ZouZoua, Vinnie Marturano, Rick Schwartz, Ollie Spears, Emmanuel Daphnis, Michael Sullivan.
	1. Executive Session entered at 5:46pm.
	2. Executive Session exited at 7:27pm.
3. Michael Sullivan asks the Building Committee draft a policy for

third-party use of NHCS facilities by November 2019 BOT meeting.

Motion to adjourn meeting. Motion approved. Meeting adjourned at 7:32

**Next Board Meeting: October 1, 2019 at 5:30pm**