



**THE MIAMI BOARDING SCHOOL, INC.**  
(d/b/a The SEED School of Miami)

**Board of Directors Meeting**  
Wednesday, July 26, 2023 | 12:00 - 1:00

**Participating Directors:** Melanie Damian, Jason Bloch, Carol Cope, Tom Culmo, Virginia Emmons, Pat Gannon, Nancy Hector, Stuart Israelson, Alise Johnson, Tery Medina, Andi Potamkin, Mark Smith, Dorothy Terrell

**Participating Staff and Guests:** Justin Chiu, Vincena Allen, Woodrow Scott, Ken Arndt, Alisha Huntley, Hopi Moodie, Lesley Poole

**Call to Order & Welcome**

A quorum was established and the meeting was called to order at 12:03 p.m. The Chair, Melanie Damian, welcomed members to the board meeting.

**Board Chair Update**

A motion to approve the minutes of the May 10, 2023 board meeting minutes (a copy of the proposed minutes was provided in the meeting materials) was made, seconded and passed unanimously.

Ms. Damian discussed the ability for the board to ask for an extended term on our grounds lease, academic lease, and charter, subject to school board approval. A resolution is needed from this board to approve the extended leases. A resolution to approve and align the extended grounds lease, academic lease, and charter was made, seconded and passed unanimously.

Ms. Damian discussed the need to adjust access for certain individuals on our banking accounts due to Dr. Locke's transition out as Head of School. A motion to remove Kara Locke from the City National bank account and add Melanie Damian was made, seconded, and passed unanimously, with Ms. Emmons abstaining from the vote. A motion to remove Kara Locke from the Bank of America bank account and add Giovanna Maldonado was made, seconded and passed unanimously, with Ms. Emmons abstaining from the vote.



Ms. Damian provided an update on the Head of School search and thanked board members for taking part in the process. The committee is visiting and shadowing candidates this week and decisions will be made for next steps in the coming week. Ms. Poole explained that there were over 300 candidates and discussed the stages of the hiring process.

#### **SEED Foundation Guest Presentation**

Ms. Poole thanked the board for inviting the Foundation staff to engage in conversation regarding the management agreement and the direct reporting for the Head of School. Ms. Moodie reviewed the SEED Network history, students served, and operating funds. Ms. Allen reviewed the College Transition and Success team's priorities for supporting SEED Miami. Discussion followed regarding fundraising support and management fees.

**Meeting adjourned at 1:07 PM**

**Minutes drafted by Justin Chiu**

**The next Board of Directors Meeting will be held on:  
September 20, 2023 at The SEED School of Miami  
1901 NW 127th Street Miami FL 33167**

*The undersigned hereby certifies that he/she is a Director and/or Officer of The Miami Boarding School, Inc., a not-for-profit corporation organized and existing under the laws of the State of Florida, and that the above is a true and correct copy of the meeting minutes of the Board of Directors of said corporation & the individual charter schools sponsored by the said Corporation.*

*The minutes were adopted by the Board of Directors at a meeting held on September 20, 2023.*

Melanie Damian, Esquire

Chair, The SEED School of Miami Board of Directors