



Diane Collier
Chair

Angel D. Mescain
District Manager

COMMUNITY BOARD ELEVEN

BOROUGH OF MANHATTAN
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Office Oversight Committee
July 21, 2016 – 6:00 PM
Dream Charter School
1991 2nd Avenue, NY N.Y. 10029

***** Minutes *****

Present: Jose Altamirano, Neil Flynn, La Shawn Henry, Jewel Jones, Marissa Mack, Frances Mastrotta, Diane Collier (ex officio), Angel Mescain-Archer (staff)

Excused: Judith Febbraro, James Garcia, Candy Vives-Vasquez

1. Call to Order– Adoption of Agenda and Approval of Minutes

A motion to adopt agenda and approve minutes was made by La Shawn Henry, seconded by Jewel Jones and passed unanimously.

2. Discussions/Presentations

a. Treasurer’s Report

The Treasurer (Marissa Mack) provided the draft budget which included a new part time staff and salary adjustments. The budget included \$5,000 for contingency. The Oversight Committee requested a larger contingency. Marissa and Angel agreed to review the budget and provide the necessary adjustments.

b. Administrative Support

Given the budget allowed for a part time administrative support staff, the Oversight Committee agreed to allow Angel to begin the recruitment process. The successful candidate would need to be approved by the entire board.

3. New Business

None

4. Announcements

None

5. Adjournment

A motion to adjourn the meeting was made by Frances Mastrotta, seconded by La Shawn Henry and passed unanimously. The meeting was adjourned at 7:40 p.m.

Minutes prepared by Neil Flynn, Chair