

**Minutes of the Regular Meeting of
The Equity Project (TEP) Charter School Board of Trustees
December 12, 2016**

The 88th regular meeting of the Board of Trustees of The Equity Project Charter School was held on December 12, 2016 at The Equity Project Charter School at in 4280 Broadway, 2nd Floor pursuant to due notice to Trustees via electronic mail sent on 5/5/16. Public notice was posted in the TEP main office, posted on TEP's website at www.tepcharter.org, and shared with several NYC publications (El Diario, Manhattan Media, and the Manhattan Times).

The following Trustees were present: Zeke Vanderhoek, Crystal Harmon, Andrew Buher, Brooks Clark, Laura Tavormina and Nicole Leach

The following additional staff members also joined: Susan Yue, Casey Ash and Shelly Gupta.

Gus Saliba, Auditor, was also present.

Meeting called to order at 5:30 pm.

1. Approval of Minutes of Previous Meeting – Approved by unanimous vote (Zeke Vanderhoek, Crystal Harmon, Andrew Buher, Brooks Clark, Laura Tavormina and Nicole Leach)
2. TEP FY15-16 Audit, presented by auditor Gus Saliba
3. Modification to FPP – Petty Cash for Parent Association
4. Review & Approve Q1 Financials Approved by unanimous vote (Zeke Vanderhoek, Crystal Harmon, Andrew Buher, Brooks Clark, Laura Tavormina and Nicole Leach)
5. Review Nov 30th report to Deutsche Bank & other parties, related to facilities project
6. Updates:
 7. Kindergarten Update
 8. Middle School Update
 9. Fundraising Update
 10. Construction Update
 11. Student Spotlight!

Meeting adjourned at 6:30 pm.

Minutes recorded by Secretary Crystal Harmon.