

**College Achieve  
Paterson  
Charter School**

**Minutes for Board of Trustees Meeting  
July 2, 2018  
Formal Action Will or May be Taken**

- I. **Call to Order by Board President 9:53 am**
- II. **Public Notice of Meeting/NJ Sunshine Law**

This meeting is being held in compliance with the Open Public Meetings Act and is open to the public. Notices were duly posted and the meeting was advertised in the Courier News. Formal action will be taken.

III. **Roll Call**

Board Member	Present	Absent	Board Member	Present	Absent
Andrew Fesen		X	Jerry Walker	X-Phone	
Roger Grutzmacher	X-Phone		Craig Woolridge	X-Phone	
Kenyatta Stewart	X-Phone				

Also Present	Present	Absent
Brian Falkowski Ed.D., SBA		X
Kristina Haugen, School Business Office	X	
Michael Piscal, CEO, College Achieve Public Schools	X	
Rachelle Nelson, CAO, College Achieve Public Schools	X	
Gemar Mills, Executive Director, College Achieve Public Schools		X
Stephanie Kuchar, DOO, College Achieve Public Schools		X

IV. **Motions for Approval**

1. **Finance**

- a. To approve a Facilities-Based Working Capital Term Loan from New Jersey Community Capital (NJCC) with the following terms:

Borrower: College Achieve Paterson Charter School, Inc.

Principal and Address: College Achieve Paterson Charter School, Inc.  
c/o Gemar Mills, Executive Director  
21 Market Street  
Paterson, NJ 07514

Property: 21 Market Street, Paterson, NJ 07514

Lender: Community Loan Fund of New Jersey, Inc.

Dollar Amount of Credit Facility: Five Hundred Thousand Dollars (\$500,000.00)

Use of Proceeds: Proceeds from the loans shall be used for the purpose of paying on going facility costs at the school located at 21 Market Street, Paterson, NJ 07514

Term: Twelve (12) months. In no event shall the Term exceed June 30,2019.

Repayment Schedule: At loan closing, the Borrower shall prepay accrued interest from the date of closing through the end of the month on the amount advanced

at closing. Thereafter, monthly payments of interest only until October 31, 2018, based on principal outstanding. Payment of principal and interest will begin on November 1, 2018 with monthly principal payments of fifty thousand dollars (\$50,000) and monthly interest payments based on principal outstanding. The final one hundred thousand dollars (\$100,000) principal payment will be due on June 30, 2019.

**Fees:**

A commitment fee of one percent (1.00%) of committed credit facility (\$5,000), one-half of which will be due at commitment (\$2,500) and one-half (\$2,500) due at closing. Borrower will also be responsible for paying Lender's costs incurred in connection with the closing and funding of this Credit Facility including but not limited to legal, environmental review, appraisal, inspection, title, and recording fees.

**Late Payments:**

Late payment fee of five percent (5.00%) of payment amount due if payment received after the 10th of the month.

**Interest Rate:**

Seven percent (7.00%), fixed.

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Andrew Fesen					X	Jerry Walker	2	X			X
Roger Grutzmacher	1	X				Craig Woolridge					X
Kenyatta Stewart		X									

**V. Public Comment**

Members of the public wishing to address the Board of Trustees must state their name and are requested to limit their comments to three minutes. Please be aware that all Charter School employees retain the right of privacy and shall retain all rights against defamation and slander according to the laws of New Jersey. The Board shall not be held liable for comments made by members of the public. Each member of the public will be given one opportunity to address the Board.

**VI. Adjourn Public Session 9:54am**

Board Member	Motion	Yes	No	Abstain	Absent	Board Member	Motion	Yes	No	Abstain	Absent
Andrew Fesen					X	Jerry Walker	2	X			X
Roger Grutzmacher	1	X				Craig Woolridge					X
Kenyatta Stewart		X									