



## Delaware Design-Lab High School Board of Directors Meeting

Wednesday, November 20, 2013, 6:30 p.m.  
Mobius New Media, 818 N. Market Street, Suite 2R, Wilmington, DE 19801

### AGENDA

#### 1. Review and Approve Minutes

#### 2. CEO report

- Hearty thanks to the Board of Directors, Lori Hamilton & Lunchbox Catering LLC for coordinating a fantastic donor cultivation event on 30 October 2013! Thanks to Pepper-Hamilton for donating the space in their Wilmington corporate offices.

#### 3. Financial

- Longwood Foundation Grant – There DuPont spoke with Dr. Alvarez on 11-15-2013 to announce \$250,000 challenge grant award. Longwood will deposit the full amount in our tax-exempt DCF Pass Through Account when we raise additional \$150,000.
- Fundraising Plan – Work Session

#### 4. Facilities

- Status: 1000 N. French St building. LOI signed, awaiting Lease Agreement.
- Status: 519 N. Market St building. Broker continues to engage CCAC as a back-up.

#### 5. Start-Up Plan – Update on Design-Lab Start-up PERT Chart.

- Director's Insurance policy, L&W Insurance Agency. Broker is shopping the quote.

#### 6. Marketing & Recruitment Plan

- Enrollment – NCC Charter School Expo, Saturday, 11-23-2013, 9 am to noon. BOD are welcome to represent the school at the Design-Lab High table.  
<http://www.decharternetwork.org/Events/Charter-School-Expo>
- PR Presence – Need for continuous buzz via press releases, social media, ads, etc.
- Networking – Matt Urban offers AIA Delaware & Len Sophrin, Architect

#### 7. Other Business

#### 8. Adjourn