



# PESTO ACADEMY

## STEM APPRENTICESHIP: A New Path to Success

### Board of Directors - Meeting Minutes

Date: 11/17/2023  
 Time: 3:00 PM EST  
 Location: [Zoom Link](#)  
 Documents: [Foster Swift Engagement](#)  
[Mi Articles of Incorporation](#)  
[Resolution to Amend](#)  
[Form 1023](#)  
[DRAFT form 1023 financials](#)

Members  
 Jesse Raleigh - Chair  
 Nick Peariso – Vice-Chair  
 Keith E Kelly - Secretary  
 Derek Stagner - Treasurer

ITEM	ACTION	LEAD	DUE
<b>Call to Order</b>	Meeting called to order by Jesse.		
<b>Approval of Minutes from Last Meeting</b>	None		
<b>President's Report</b>	None	Jesse	
<b>Treasurer's Report</b>	<ul style="list-style-type: none"> <li>- PA expense to date</li> <li>- KEK salary &amp; employer costs</li> <li>- Laptop (\$1,706.69)</li> <li>- Cisco NetAcad (\$400)</li> <li>- AirTable(\$482.08+\$102.35)</li> <li>- Foster Swift? Current billing from Joe?</li> <li>- Nick's time – see Harvest report (approx. \$14K_</li> <li>- Keith to review and finalize with Derek during next week's weekly meet.</li> <li>- Desk charge to NCW since March. (\$325/mo)</li> </ul>	Derek/Keith	
<b>Director's Report</b>	<ul style="list-style-type: none"> <li>- Stakeholder outreach in progress (Talent First, MEDC, LEO, etc)</li> <li>- News – Keith is working with Kat on news items for promotion. TC event last Thursday was canceled due to lack on interest. We need to tell our story.</li> <li>- Jesse is working with editor of Hack-a-day on article.</li> <li>- See old, new business below</li> </ul>	Keith	
<b>Committee Reports</b>	- None		
<b>Old Business</b> Non-profit status - <a href="#">Foster Swift Engagement</a> with Amanda Martin, - Initial <a href="#">Mi Articles of Incorporation</a> - <a href="#">Resolution to Amend</a> submitted to Amanda - Amanda is filing amendment - By-laws have not been prepared	- Amanda emailed today that she'll be submitting amended today.	Keith	
<b>New Business</b> Federal 501(c)(3) status - <a href="#">Form 1023</a> in process - <a href="#">DRAFT form 1023 financials</a>	- Form 1023 financials – initial review completed. All are reviewing with a deadline of Monday. Keith will confirm approval with Derek on Monday and forward to Amanda with request that Form 1023 be submitted immediately.	Keith	Monday, Nov 20.

USDA Rural Business Dev Grant - status	At risk due to 501c3 lead time. NLEA is Plan B.	Keith	
RAP – Linux course completion and status	The following course evaluation was presented and discussed. <a href="#">Course Evaluation Form - Airtable</a> <a href="#">PA010 Course Eval Report</a>	Nick/Keith	
<b>Adjournment</b>	Adjourned at 3:55		

Next Meeting: Friday, December 15 (third Friday) at 3:00 PM EST