



**Honors Academy of Literature  
Board of Directors Meeting Agenda  
Thursday, April 30, 2020 at 11:00 a.m.  
School Library, 195 N. Arlington Ave., Reno, NV 89501**

Pursuant to NRS 241.020 § 6.02 (1) Items may be taken out of the order listed on the agenda;  
(2) Agenda items may be combined for consideration; and (3) Items may be delayed or removed at any time.

1. Call to order and roll call.  
*Estimated Time: 2 min*  
11:01 am  
Tierney Cahill  
Roger Helwig  
Karissa Bell  
Terri Strickland
2. Public Comment and Discussion. (Information Only)  
No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken. Public comment may be limited three minutes per person.  
*Estimated Time: 5 min.*  
none
3. Discussion and possible approval of the April 8, 2020 meeting minutes (For Possible Action)  
*Estimated Time: 2 min.*  
1<sup>st</sup>:TS  
2<sup>nd</sup>:RH  
*Discussion: none*  
*Vote: motion carries*
4. Approval to enter into PPP grant agreement with Heritage Bank of Nevada (For Possible Action)  
*Estimated Time: 10 min*  
*Motion: The honors Academy of Literature or Champions of the Honors Academy of Literature may enter into PPP grant/loan agreement*  
1<sup>st</sup>:KB  
2<sup>nd</sup>:RH  
*Discussion: 8 week timeline to spend the funds. AM to look into this and plan accordingly.*  
*Vote: motion carries*
5. Designate signer for PPP loan docs (For Possible Action)  
*Estimated Time: 10 min*  
*Motion: Tierney Cahill and/or Andrea Morency may sign for the Honors Academy of Literature and Karissa Bell for Champions of the Honors Academy of Literature*  
1<sup>st</sup>:KB  
2<sup>nd</sup>:TS  
*Discussion: none*  
*Vote: motion carries*
6. Authorize to open a new checking account at Heritage Bank of Nevada to hold PPP funds (Information Only)  
*Estimated Time: 5 min.*  
*Motion: Tierney Cahill and/or Andrea Morency may open a checking account for PPP funds at Heritage Bank of Nevada for the Honors Academy of Literature and Karissa Bell for Champions of the Honors Academy of Literature*  
1<sup>st</sup>:TC  
2<sup>nd</sup>:KB  
*Discussion: none*  
*Vote: motion carries*
7. Public Comment and Discussion. (Information Only) See details related to public comment in item No. 2 (above).  
*Estimated Time: 5 min.*  
none
8. Adjournment. The next Board of Directors meeting is scheduled for **6:00pm on Monday, May 18, 2020.**  
1<sup>st</sup>:TC  
2<sup>nd</sup>:KB  
*Discussion: meeting end time 11:17 am*

***Vote: motion carries***

This notice and agenda has been posted on or before 9 a.m. on the third working day before the meeting at the following locations:

Meeting Site  
Honors Academy of Literature: School Office  
195 Arlington Ave., Reno, NV

Nevada Department of Education  
700 E. Fifth St., Carson City, NV

Washoe County Downtown Library  
301 S. Center St., Reno, NV 89501

Washoe County South Valleys Library  
15650 Wedge Parkway, Reno, NV

If you need physical assistance getting to the meeting, accommodations at the meeting, or meeting support materials please contact Andi Morency at 775-737-4084, 195 N. Arlington Ave., Reno, NV 89501