



Nurses Middle College Charter High School – Capital Region  
Board of Trustees  
Meeting Notes  
October 24, 2022, 6:30 PM  
200 Henry Johnston Blvd, Albany, NY 12210

Board members in attendance: Susan Birkhead, DNS, MPH, RN, CNE, Deborah Elliott, MBA, BSN, and Maxine Smalling, MS, BS(N), RN and Mark Little, PhD,  
via Zoom: Leslie Thomas-Roper, CSBM, Mary Therriault, MS, RN., David Brown, MBA, and Angela Antonikowski, PhD

Board members not in attendance: Brenda Robinson, DNP, MSN, RN, Joseph Porter, J.D.  
In attendance -Pamela McCue, CEO, NursesMC, Jan Zadoorian, NursesMC-CR

I. Call to Order

The meeting started at 6:33pm. A quorum was not established. Present members decided to share information but not to conduct business.

II. Discussion/vote to approve meeting minutes of September 26, 2022

No vote taken.

III. Welcome Jan Zadoorian

Mr. Zadoorian, Head of School / Principal for CR introduced himself. Members of the Board of Trustees welcomed him and introduced themselves.

IV. Financial Report

Ms. Roper-Thomas (CFO) presented a report of Profit and Loss YTD (September 30, 2022). She informed the board that YTD expenses amounted to \$33,820 and were for services provided by CSBM, purchases, OP systems training and for legal services. She informed the board expenses were paid for by NursesMC until CSP funds were released by the state which was anticipated in November. Ms. Elliott informed the board that a checking account was recently opened and the \$50,000 grant from the Brighter Choice Foundation was deposited.

Ms. Elliott mentioned that she was currently working on financial policies with Dr. McCue.

V. CMO Updates

a. Facility.

Dr. McCue informed the board that she and Dr Birkhead visited a building in Albany that was very promising for the school. This facility had 40k square feet vacant, ample parking, was in a

neighborhood ideally accessible for families, and was on the public transportation route. Dr. McCue informed the board that NursesMC was not the only entity interested in the building. She also stated that she was moving forward with an architectural test fit that should be concluded by the following Wednesday. All present members of the Board encouraged Dr. McCue to move forward on this property and “make the deal”.

b. Fundraising

Dr. Birkhead informed the Board that there was a fundraising committee meeting scheduled for this Thursday. The board discussed several fundraising ideas including a payroll deduction option for state employees and an easy way to donate via the website

VI. Open Public Comment

None

VII. Adjournment

No vote taken. There was group consensus was to end the meeting at 8pm.