



CA OPEN Board Minutes 03/08/16

Board of Trustees Meeting – Open Board Session

March 8, 2016, 6:30 p.m.

David Brookes –President, Steve Jones-Vice President, Mike Olivares - Treasurer, Diane Garrett-Secretary, Jim Hardwick- Board Member, Leslie Collins – Head of School

| ITEM | OWNER |
|--------------------------|------------|
| 1) Welcome & Prayer | D. Brookes |
| 2) Confirm Dates | All |
| 3) Old Business | D. Garrett |
| 4) Head of School Report | L. Collins |
| 5) Financial Report | L. Collins |

Attendees: Dave, Jim, Mike, Diane and Leslie. Steve-absent

Dates:

April 19 Tuesday 6:30pm- Open and Closed session board mtg.

April 8, Friday 8-11am Board Campus Visit

April 28, Thursday, 7pm- Spring Banquet

May 12, Thursday 6:30pm -Open and Closed session board mtg.

May 21, 1 pm High School Graduation at St. John's Lutheran Church

June 22-25 ACCS conference

Action items and Old Business:

- DECISION/ACTION:** Approved Feb. 4, 2016 open and closed minutes. Appropriate minutes placed in binder.
- ACTION:** LC: from Aug. present EF Tours update (location, duration and combining 11/12th grade proposal) for 2017 Grand Tour to board for review and approval. LC to reduce travel to 11 days.
- ACTION:** LC: to investigate other dual credit options
- ACTION:** LC to send detailed expense and income report for Clay Shoot and 2015 Spring Banquet-Done. This report to be template of fundraiser reports to board and include attendance numbers. LC to investigate why donated gun is listed under expenses. Non-cash donation?



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- e) **ACTION:** LC to propose summer training costs including ACCS conference – done. Proposed budget to include new additional costs. Under review.
- f) **ACTION:** LC to propose additional fundraiser for CA since 8th grade is allotted one of 2 school wide Spring Creek BBQ fundraiser
- g) **ACTION:** LC to propose dates for a Spring Board Visitation day- Done Friday, April 8th.
- h) **Board decision:** CA will not pursue Bahama Bucks due to opportunity costs LC investigated and report usual night revenue for Bahama Bucks. Concern that best-case \$500 income total to CA for all 5 nights. Result: BB will not share nightly totals.

HOS report: 2015-16 enrollment: 140, 2016-17: 106 currently enrolled

- a) **ACTION:** LC to submit graduation budget and proposed costs to brd including speaker breakdown.
- b) LC has submitted ACCS paperwork and is awaiting an accreditation visit notification
All other items in closed session

Financial reports

- a) Aging report is clear
- b) Board advisement for 2015-16 is to scrutinize expenses as CA approaches last quarter and recognize Houston's difficult economy.
- c) **ACTION:** Leslie and Mike to scrub proposed 2016-17 budget and resubmit to board and to include updated enrollment and insurance estimate.

Adjourned 8:15