



Board Meeting Minutes
August 8, 2013 – 6:00 – 8:00pm, Crawford Elementary

Board Members Present:

Taishya Adams
Jessica Gutknecht
Ryan Harrison
Dayna Norman
Chelsea Yost

Others Present:

Jennifer Douglas, Future School Leader
Angie Ham, Guest and Prospective Board Member

1. Opening Business

- Meeting called to order 6:11pm.
- Approval of agenda – motion to approve made by Ryan Harrison, seconded by Chelsea Yost. Motion passed unanimously (MPU).
- Approval of minute from July 11, 2013 Board Meeting – motion to approve minute made by Ryan Harrison, seconded by Chelsea Yost. MPU.

2. Board Development

- Roberts Rules of Order: NLCHS's attorney Bill Bethke has advised the board to use these informally as they are very long and designed for large bodies. The board agreed that it is wise not to be tied to Roberts Rules, but that they do provide an effective method of decision-making for boards to follow.
- By-Laws: Bill Bethke also made some suggested revisions to the draft by-laws. The board reviewed these suggestions and agreed with all except for his suggested removal of the conflict of interest policy (which he advised to put into policy). The board felt that it was important to codify the conflict of interest policy in the by-laws.

Taishya Adams made a motion to amend the by-laws with the recommended suggestions except for the deletion of the conflict of interest policy. Jessica Gutknecht seconded the motion. MPU.

- Board Officers and Staggered Terms: The board discussed election of officers and staggered terms for board positions. The board decided to hold off on deciding which board positions would be shortened until the annual meeting in February when the full board is in place. The board also clarified that officer positions are appointed (or re-appointed) each February at the annual meeting.

After discussion, the board established the following slate of officers:

- President: Taishya Adams
- Vice-President: Chelsea Yost (Dayna Norman will serve as a back-up when needed)
- Secretary: Ryan Harrison
- Treasurer: Jessica Gutknecht

Taishya Adams made a motion to approve the proposed slate of officers, seconded by Chelsea Yost. MPU.

- Board Recruitment: An APS employee (teacher) has expressed interest in serving on the board, but after discussion, the board decided this would be a conflict of interest. Instead, the board decided to encourage the teacher to participate on an advisory committee (e.g. facilities and finance).

The board still seeks additional board members with expertise in law and facilities/real estate.

- Committee Development: Each committee needs a job description and an action plan. To this end, the board worked together to craft an action plan (with goals, deliverables, and timelines) for the governance committee. Using this as an example, each committee chair will draft similar documents for their committees by September 1st. The marketing and outreach committee will be combined with the development committee for now.

3. School Development

- Jennifer Douglas provided an update that the CSI version of the application will be submitted on October 14, 2013.
- The review of the principal job description will be put on hold until October.

4. Next Steps

- Next Board Meeting: authorizer interview preparation, committee updates.
- Other: need to arrange for school visits, board mentors.
- September 8th BBQ: everyone will bring a dish and a beverage.

5. Meeting Debrief

- "Plusses": small group work, efficient, humor (aargh!), time structure on agenda
- "Deltas": better coordination between Jen and Taishya prior to meeting, need mid-meeting break, need board packet farther in advance (ideally a week before meeting). Suggestion for future meeting or retreat: team assessment for working styles (e.g. Belkin).

6. Meeting adjourned: 8:05pm.