



Board Meeting Minutes  
September 12, 2013 – 6:00 – 8:00pm, Conference Call

Board Members Present:

Taishya Adams  
Jessica Gutknecht  
Angie Ham  
Ryan Harrison  
Chelsea Yost

Others Present:

Jennifer Douglas, School Leader

1. Opening Business

- Meeting called to order 6:05pm.
- Approval of agenda: Motion to approve made by Maisha Pollard-Fields, seconded by Jessica Gutknecht. Motion passed unanimously (MPU).
- Approval of minutes from August 8, 2013 Board Meeting: Motion to approve minute made by Chelsea Yost, seconded by Ryan Harrison. MPU.

2. Board Appointment

- Motion to appoint Angie Ham to the Board of Directors made by Jessica Gutknecht, seconded by Chelsea Yost. MPU.

3. Authorization Preparation

- Interview Preparation – Due to weather, the board was unable to have the planned mock interview with Kathy Zlomke from the Colorado League of Charter Schools. Instead, the board discussed the questions that Dr. Lisa Escarcega, Adrienne B, and Efen Ortiz raised at the meeting with Jennifer earlier this week. The board then took the talking points document and divided the sections up between the board members with a primary and secondary person assigned to each topic. Jennifer will request the interview questions from the League so everyone can review them. Board members should email Jennifer and let her know which interviews/presentations they can attend so we can be sure to have adequate attendance at each.

4. Board Development

- By-Laws: The board discussed the provision in the by-laws that Bill Bethke (attorney) recommended removing. The provision is part of the conflict of interest policy that would have a person with a potential conflict leave the room after presenting his or her position

regarding the issue with which there is a conflict. Bill Bethke noted that requiring someone to leave could conflict with open meetings law and that could also interfere with the board's ability to have a quorum. He suggested striking that provision. The board discussed his recommendation, specifically whether the board would be able to have a candid conversation with someone in the room about which there might be a conflict of interest.

Jessica Gutknecht made a motion to approve the by-laws with the attorney's recommendation in place (striking the provision in question). Ryan Harrison seconded the motion. Jessica Gutknecht, Ryan Harrison, Chelsea Yost, and Maisha Pollard-Fields voted in favor of the motion; Taishya Adams and Angie Ham voted to oppose. The motion passed 4 to 2.

- Board Officers Update: Ryan has decided to step down as secretary. We will leave this position open for now and re-evaluate in January when all board seats have been filled.
- Committee Development
  - Finance Committee Report: One suggested change was to figure out how to do board training before opening; use other school's documents as examples if needed. Jennifer will track down some sample financial reports from other schools.
  - Governance Committee Report: At the October board meeting the board should re-visit the skills and expertise matrix and develop a recruitment plan. In November, board needs to develop board orientation training materials.

## 5. Next Steps

- Next Board Meeting:
  - Other committee plan and descriptions (Outreach and Development (Angie and Ryan), Health and Wellness (Chelsea – backup from Maisha), Youth Leadership Council (Maisha – backup is Taishya), and Dayna (Academics – backup is Jen).
  - Board matrix self-evaluation and recruitment plan

## 6. Meeting Debrief

- "Plusses": thanks to everyone for doing the meeting, despite the logistical/sound challenges of the conference call; good to get through everything we needed to get through; helpful to have all meeting documents in one document.
- "Deltas": Next time we have to do a meeting by conference call, use go to Meeting or another tool that provides video conferencing.

## 7. Meeting adjourned: 7:54pm.