

## Saturday, April 18, 2015 Board Meeting Minutes

1:20 p.m. Meeting Called to Order

Present: Kim Haleck, Emily Thunberg, Robert Macdonald, Christian Hancock, Lisa Canella

Not Present: Byron Harvison, Ary Faraji,

- 1- Gratitude expressed for Waldorf Community here and afar, Current board and leadership, USOE Approval on Friday April 10, 2015.
- 2- Singing – Marla lead the group in a song on beauty
- 3- Board Training – Module 14 Communication was not completed. It will be covered in the next board meeting.
- 4- Director's Report
  - a. UAPCS Conference at Utah Valley Convention Center in Provo. Board members are able to apply on scholarship this year. Can attend both days June 15<sup>th</sup> and 16<sup>th</sup> . Email Emily M. if you would like to do a strategy meeting the morning of the 15<sup>th</sup> or if the time doesn't work the board has the option to doing one independently in the evening at Marla Macdonald's house in Alpine.
  - b. Working together – need to differentiate reports, discussions, and recommendations. On-going learning – chapter one of Petrash book will be discussed at the next meeting. Work is done in committee meetings and not board meetings. Committees should have recommendations distributed before the meeting. Emily M. would like to model meetings after the 30 minute meeting. Reminder for board members to please send in-kind donation items to Emily M.
  - c. Revolving loan – the present members were able to sign the resolution form needed for the revolving loan. Emily M. will send email to board members who still need to submit resolution signatures, background checks, and credit scores.
  - d. Insurance - Emily T. reported Risk Management offers interim insurance that will cover school until July and has received the application.
  - e. Hiring - Emily M. submitted a Hiring for pre-operational plan. Board members must email Emily any applicants they wish to interview and interviews will happen one hour before the next board meeting. Emily T. moved to accept the plan. Motion passed with all present.
- 5- Committee Reports
  - a. Budget and Finance Report - Emily M. Presented a five year operating budget that was also used in the start-up grant application. She also presented the pre-planning year budget with two scenarios depending on the levels of revenues earned. Brief discussion occurred about the flexibility of each budget and the possibility of amending the budget. Emily T. motioned to approve the pre-operation budget. Motion passed with all present.

- b. Fundraising Committee – Christian presented the current plan for fundraising committee to be a part of the marketing committee. It seems to work with other Waldorf schools and marketing is so important and a vital piece to fundraising efforts. Christian asked each board member to solicit a \$5,000 corporate sponsor – each sponsor will have a spot on our website.
- c. Pedagogical Committee – Robert Macdonald gave three recommendations. 1. WWCS should adopt a school lunch program. 2. WWCS should have a pre-school option 3. Pedagogical committee should begin working on the employee handbook.
- d. Board Development Committee - Kim H. said the board has met and begun writing the school policies and should have policies to vote on next board meeting.
- e. Marketing/ website/ Mayfair – Emily M. started by describing things done last year and what people were interested in doing this year. A list was made on the board. Lisa brought marketing materials. Posters for the Mayfair and postcards to promote the school.
- f. Facility Committee – Emily T. gave a budget report on the two options. The budget report included flyer land acquisition, construction with contingency, A and E fees, Professional fees, Misc fees for kitchen and furniture, and add on expenses for each property such as tenant buy out price for Spring Pine and Building tear down for Spring Run. Tyler arrived at 3 p.m. and gave a real-estate package presentation on the two options and offered pros and cons of each. Board members and Community members discussed the various options.

6- Public Comments – None

7- Consent Agenda –

- a. Minutes (approval of January 31 2015 and March 7 2015)
- b. Board Changes (Approve Christian Hancock as new board member, remove John Hand attend both days Approval of January 31, 2015rdy from board)
- c. Reporting Founders hours to Jeff Merchant. Jeff will email a form for everyone to use and ensure founders are adhering to the founders policy set in place at the July 2014.
- d. Revolving loan – Will be submitted on Saturday, April 25, 2015
- e. Startup Grant – Board was given an email opportunity to amend the document before it was sent on April 15, 2015. Reminder that the budget numbers from this document were included in the budget that was presented today.
- f. Approve new Fundraising Committee and new Fundraising Chair (Christian Hancock).

Emily Motioned to approve all consent items. Robert Seconded. Motion passed with all present.

8- Board Action

- a. Vote on school location - Kim H. motioned to approve the Spring Run Property. Robert Seconded. Motion passed with all present.

- b. Letter of Intent - Emily motioned to approve the process of acquiring the land by submitting letter of intent for Spring Run.
- c. Pre-school and school lunch - Emily T. motioned to accept a Pre-school option for the school and a school lunch program. Robert seconded. Motion passes with those present.
- d. Website – Report given. The website will be completed in the timeline given and following the state guidelines and recommendations. The website will be authorized after the state looks at it. Website is on track.

9- Closed Meeting – not used

10- Closing

- a. Marla closed with pre-school verse.
- b. Emily Adjourned the meeting at 3:50 p.m.