

ST. ANDREW'S EPISCOPAL ACADEMY  
BOARD OF TRUSTEES  
Thursday, January 12, 2017 – 6:00 p.m.

MINUTES

Members Present: Susan Carver, Christina Fischer, Bishop Russell Jacobus, Michelle Lineal, Susan Simonson, Richard Stabile, William Stoddard  
Sherry Lindgren – Board Clerk

6:10 PM Meeting opened with prayer

- I. DEVOTIONAL  
Scripture Reading: Susan Carver  
Prayer: Susan Simonson
- II. CONSENT AGENDA  
**Christina Fischer moved to approve the Consent Agenda, Second by Richard Stabile. Motion approved unanimously.**
- III. COMMITTEE REPORTS
  - A. FINANCE - Susan Carver
    - i. **Richard Stabile moved the adoption of the Corporate Resolution designating Trustees Michelle Lineal, Susan Carver and Richard Stabile, as agents of St. Andrew's Episcopal Academy, Inc. and authorized signatories on the Academy's operating account held at Harbor Community Bank, and subject to the terms and conditions of the Account Agreement of Harbor Community Bank, and that a copy of the resolution be spread upon the minutes of this meeting held this twelfth day of January, 2017. Second by Bishop Russell Jacobus. Motion passed unanimously.**
  - B. BUILDINGS AND GROUNDS - William Stoddard
    - i. Alan McGregor will be retained as a non-Board Member for the Buildings and Grounds Committee.
    - ii. Fire System
    - iii. Maintenance Budget
    - iv. Parking lot repairs
    - v. Richard Stabile will make correction regarding Board policy on property
    - vi. Roof leaks – an account should be set up to finance roof repairs
  - C. EXECUTIVE COMMITTEE – Richard Stabile
    - i. Personnel issues discussed

- ii. Need a search committee for new Head of Schools position
- iii. Create a job description and compensation package
- iv. Timeline

D. TWO ITEMS ADDED TO AGENDA

I. REAL ESTATE – Michelle Lineal

Property at 217 Indian River Drive, Richeson House - an offer was made to purchase the house, Michelle Lineal will speak to the realtor and ask for an extension to respond

II. NEW BOT MEMBER – Michelle Lineal

Greg Grudovich's name will be presented to the Vestry as he has accepted an invitation to serve on the BOT

E. **Richard Stabile moved the meeting go into Executive Session, Second by Bishop Russ Jacobus, motion approved. Meeting went into Executive Session at 7:00 PM**

Respectfully submitted,

Sherry Lindgren