



ST. ANDREW'S EPISCOPAL ACADEMY
BOARD OF TRUSTEES
Thursday, May 25, 2017, 6:04 p.m. – 8:11 p.m.

Minutes

Members Present: Suzanne D. Barry, Susan Carver, Gregory Grudovich, Michelle Lineal, Richard Stabile, Bill Stoddard

Guests: Rev. Reid McCormick, Rhonda Blakey, Mandy Doss, Cheryl Horgan

I. Devotional: Richard Stabile

Prayer: Susan Carver

II. Consent Agenda: Christina Fischer moved to approve the Consent Agenda, Second by Richard Stabile.

III. Committee Reports

- A. Development: Christina Fischer/Suzanne Barry
Christina reviewed the Committee's selection process for the professional Fund Raising position.
- B. Finance: Susan Carver
 - i. Financial Aid – Cheryl explained the policy and practice. The Financial Aid Committee report was shared.
 - ii. Admissions process
 - iii. Step Up for Students
 - iv. May financials - approval tabled until next month
- C. Buildings and Grounds: Bill Stoddard
 - i. Year to date maintenance expenses
 - ii. Update from Jeff Montpetit
 - iii. Fire Alarm Systems Upgrades
 - iv. 317 South 2nd Street- resubmitted extension
 - v. Annual Walk through
 - vi. Annex Renovation proposal - Greg Grudovich
- D. Executive Committee: Richard Stabile
 - i. Status report on Fundraising hire
 - ii. Timeline for rewriting Bylaws, including job description for the Head of Schools
 - iii. Relationship with VSOE/Anglican Online – recommendation to terminate

Motion to terminate was made and seconded.

Approved Unanimously.

- iv. No July meeting, Annual Meeting to take place on August 3rd



- E. Governance: Michelle Lineal
 - i. Amend Finance Policies 4002 and 4003 (Make up of Financial Aid Committee and approval for all awards). **Richard Stabile moved to amend Property Policy 4002 & 4003, Second by Susan Carver.**
 - ii. Property Policy – Part 2 First reading

V. Chair – Michelle Lineal

- A. PTO Liaison – Trustee Position
Richard Stabile nominated Sue Simonson to be PTO Liaison, Second by Susan Carver. Approved Unanimously.
- B. Trustee recruitment – All were asked to begin seeking and recruiting new Trustees. We need Trustees with Business and Finance backgrounds. Proposed trustees must be approved by Vestry
- C. HOS Contract (2017-18) process

VI. HOS

- A. Florida Council of Independent Schools- removed from probation
- B. 8 out of 18, 2017 graduates will attend IRSC, 10 others will attend major universities.
- E. Enrollment update (290)

VIII. Adjourn

Richard Stabile moved to adjourn the meeting, Second by Susan Carver.
Meeting adjourned with the Lord's Prayer at 8:11PM

Respectfully Submitted,
Lauren Lewis