

ST. ANDREW'S EPISCOPAL ACADEMY
BOARD OF TRUSTEES
Thursday, November 30, 2017
6:00 - p.m.

MINUTES

I. The meeting was called to order at 6:00 pm by Chair Michelle Lineal, followed by the reading of Scripture by Christina Fischer and a prayer by Michelle Lineal. In attendance were Vice Chair Dr. William Stoddard, Secretary Richard Stabile, Treasurer Susan Carver, Fr. Reid McCormick, Members Christina Fischer, Tiffany Nixon, Susan Simonson, Head of Schools Suzanne D. Barry, and Academy Business Manager Cheryl Horgan. Gregory Grudovich, was absent

II. **Consent Agenda:** A motion by Fr. Reid McCormick, seconded by Bill Stoddard, to approve the consent agenda carried unanimously.

III. **Committee Reports**

A. **Development:** Christina Fischer/Suzanne Barry - we need to start developing a prospect list. We need to promote Murder on the Indian River. Need to do press release about Tiffany joining board. We should look into doing a biker event and promote the clay shoot.

B. **Finance:**

- i. Finance Committee Report: Susan Carver presented the Finance Committee report with the recommendation that the September financial reports be approved. A motion by Christina Fischer with a second by Tiffany Nixon to accept the Finance Committee report carried unanimously. Christina suggested prior year comparison review for tuition proposals for next year.
- ii. Five-year Financial Plan: Cheryl Horgan presented the draft of the five-year financial plan. Uncollected fees and tuition credits are the rationale for the numbers. Extended day fees are increased and new programs added and as a result we didn't lose any enrollment. Fundraising goals cannot rely on events to achieve those goals, but we need grants. By the end of the fifth year there will be no deficit. William Stoddard suggested we consider a more aggressive approach to tuition increases.

C. **Buildings and Grounds:** William Stoddard presented the Building and Grounds Committee report, a copy of which is attached and made a part of these minutes.

D. **Executive Committee:** Richard Stabile presented the Executive Committee report, a copy of which is attached and made a part of these minutes.

E. **Vestry:** Richard Stabile - Nothing to report.

F. **Governance:** Michelle Lineal presented the Governance Committee report

- i. Bylaws revisions are in progress.
- ii. Confidentiality Policy - As a result of their attendance at a FCIS conference, Michelle and Suzanne learned that we have to have a confidentiality policy and a confidentiality agreement that must be signed by all Board members.

G. **Chair Report:** Michelle Lineal

- i. FCIS Conference
- ii. Retreat Summary bring a trustee should be an additional goal

- IV. HOS Report:** Suzanne D. Barry reported that the Academy has renewed our relationship with the Manatee Center
- i. Review FCIS Standards handed out booklet
 - ii. Awards
 - iii. NAES Webinar - Capital Campaign 11.15 at 2:00 pm.
 - iv. FCIS New Head Visit on November 29

Fr. Reid McCormick announced that Bishop Brewer will be here on November 26 to officially install him as Rector of St. Andrew's Episcopal Church.

- V.** The end of the agenda having been reached with no further business to be presented, the meeting adjourned at 8:00 pm with the members praying the Lord's Prayer.

Respectfully submitted,

Richard Stabile

Richard Stabile
Secretary

Attachment(s): Building and Grounds Committee Minutes
Executive Committee Minutes

