

ST. ANDREW'S EPISCOPAL ACADEMY  
BOARD OF TRUSTEES  
Thursday, October 27, 2016 – 6:00 p.m.

MINUTES

Members Present:, Susan Carver, Christina Fisher, David Gates, Bishop Russell Jacobus, Michelle Lineal, Susan Simonson, Richard Stabile, Bill Stoddard

Absent: - Trina Angelone excused, Alan McGregor - excused

Guests: Sherry Lindgren - Clerk

6:00 PM Meeting opened with prayer

- I. DEVOTIONAL  
Scripture Reading: David Gates  
Prayer: Susan Simonson
- II. CONSENT AGENDA  
**Richard Stabile made a motion to accept the Consent Agenda, Second by Bishop Russ Jacobus. Approved unanimously.**
- III. COMMITTEE REPORTS
  - A. **Richard Stabile made a motion to amend the Agenda to have Finance Committee report given first, Second by Bishop Russ Jacobus. Motion passed unanimously.**
  - B. FINANCE - Susan Carver
    - i. **Motion to approve the finance report was made by Richard Stabile, Second by David Gates. Approved unanimously.**
    - ii. **Richard Stabile moved to approve the opening of a money market account with Raymond James, Second by David Gates. Motion passed unanimously.**
    - iii. The City of Ft. Pierce provided SAEA a check for \$135,000.00 in return for the right-of-way. The money will be deposited into the Investment account
    - iv. **Richard Stabile was nominated to serve on the Finance Committee. Bishop Russ Jacobus moved the approval of Richard serving on the Finance Committee, Second by David Gates. Motion passed unanimously.**
    - v. **Susan Carver made a motion to establish a Development Committee as part of the Board of Trustees, Second by Richard Stabile. Motion passed unanimously.**
      - a. A job description should be drafted for the Development Director

- C. DEVELOPMENT – Christina Fisher
  - i. Christina Fisher reviewed all items on the Development Committee Meeting Minutes
    - a. Christine Fisher will provide her company’s Annual Report as a guide for the Development Committee
    - b. Susan Carver recommended the Development Committee look into the Peter W. Bush Family Foundation
- D. BUILDINGS AND GROUNDS - Bill Stoddard
  - i. Three meetings were held, two sets of Minutes were reviewed
  - ii. Greg Grudovich will join the Buildings and Grounds Committee and Jeff Montpetit is not on the B & G Committee but will attend the meetings
  - iii. Fire alarm system requires work and Jeff is requesting proposals- this project will paid for out of Capital Improvements
  - iv. FCIS requests spreadsheet of large ticket items- need reserve account for air conditioning – 1/3 has been replaced – and roof repair
- E. EXECUTIVE COMMITTEE- Richard Stabile
  - i. **Christina Fisher moved to accept the Executive Committee Minutes, Second by David Gates. Motion passed unanimously.**
  - ii. Virtual School Workshop, November 17, 5-6:30 PM – Tina Angelone to decide where to hold meeting
  - iii. Tuition increase and expense cutting will be discussed at next month’s Board meeting
  - iv. Peggy Calhoun to meet with Development Committee, projected date November 19 from 8:00AM – 11:30 AM; Christina will Doodle Development Committee
  - v. Two new Trustees needed; Trustee ‘Class’ Grid to be kept by BOT Clerk

IV. ADJOURNMENT

**Richard Stabile moved to adjourn, Seconded and approved unanimously.** Meeting adjourned with prayer at 7:22 PM.

Respectfully submitted,

Sherry Lindgren