

ST. ANDREW'S EPISCOPAL ACADEMY
BOARD OF TRUSTEES
Thursday, February 25th, 2016 – 6:00 p.m.-7:45 p.m.

Minutes

Members Present: Susan Carver, David Gates, Michelle Lineal, Alan McGregor, Shawn Merschdorf, Richard Stabile, Bill Stoddard

Excused: Trina Angelone

I. Devotional: Shawn Merschdorf

Prayer: Shawn Merschdorf

II. Consent Agenda: David Gates made a motion to accept the Consent Agenda. Second by Richard Stabile. Approved unanimously.

III. Committee Report

A. Finance: Susan Carver

Alan McGregor made a motion to approve financials as presented. Second by Michelle Lineal. Approved unanimously.

- i. Susan Carver made a recommendation for the Head of Schools to develop a Capital Projects budget, but defer to Buildings and Grounds to start the bidding for 317 South 2nd Street Architectural/ Engineering, Bidding and Contract Adm Construction Costs, and Lower School Renovations/ Music room split

Shawn Merschdorf made a motion to remove two signers from Gibraltar and Harbor Community Bank account, (Fr. John Liebler, and Larry Clancy) from the Gibraltar account. Second by Richard Stabile. Approved unanimously.

Alan McGregor made a motion to approve the final audit. Second by David Gates. Approved unanimously.

B. Buildings and Grounds – Bill Stoddard

- i. The Committee met with James Hamill, “Wipeout” and received MSDF forms, the contract for the grounds and facilities fumigation.
- ii. Pedestrian Plaza revised plans were submitted to the City.
- iii. 317 2nd Street, no modifications to upstairs
- iv. Modifications to Lower School Music Room- investigating costs

v. Fiber Optic Connection :

Buildings and Grounds would like to recommend to pursue the Fiber Optic Cable rather than the parking lot and driveway.

David Gates made a motion to go forward with the Fiber Optic Cable. Second by Alan McGregor. Approved unanimously

IV. Approval of Start-Up Budget for SAEV On-Line

Alan McGregor made a motion to approve \$60,000 Start-Up Budget for SAEV On-Line. Second by Susan Carver.

Discussion: After visiting the website, there were concerns with format of Anglican Online/ Episcopal Online in relationship with SAEA.

The motion was defeated, pending further discussion with the HOS for explanation.

After input from the HOS and review of the website, specifically the "About Us" link, **a vote was conducted electronically. The Start-Up Budget for SAEV On-Line was approved unanimously on March 1, 2016.**

V. Early Childhood Center

David Gates made a motion to relocate 3 and 4 Year Old Program (full day) to 317 South 2nd Street (formerly known as the Richeson Building). Second by Richard Stabile. Approved unanimously.

VI. Board Committees 2016-17- Assignment of Members/Appointment of Chairs

The Board recommends the continuation of the Finance Committee, Buildings and Grounds, Governance Committee, and Trustees Committee

Trustees Committee: Shawn Merschdorf

Finance Committee: Susan Carver, Michelle Lineal, Trina Angelone

Buildings and Grounds Committee: Bill Stoddard, Alan McGregor, Richard Stabile, David Gates

Governance Committee: Shawn Merschdorf

Academic Review Committee: suspend for 1016-17

Planning Committee: A Board member will serve on the Academy's committee for the 2016-17 year

Development Committee: A Board member will serve on the Academy's committee

VII. HOS Report: Trina Angelone- Absent (Attending NAIS Conference)

i. Bus/Bus Driver- Hired

VII. Chair's Report: Michelle L. Lineal

- i. **Board of Trustees Goals 2016-17**
BOT Workshop will take place on Saturday, April 2, 2016 from 8:00-11:30 AM at the Upper School.
- ii. When Trina met with Canon Tim, the Chair asked her to discuss the role of the Interim Rector. Canon Tim explained that the Interim Rector will serve as a Trustee with voting privileges and Ex Officio member on the Board's Executive Committee. The Interim Rector will supply the Devotional portion of the Board's monthly agenda.

**Shawn Merschdorf made a motion to adjourn the meeting.
Second by Alan McGregor. Approved unanimously.**

Closing Prayer

Respectfully Submitted,
Lauren Lewis

Shawn Merschdorf
St. Andrew's Episcopal Academy Board Secretary