

# ST. ANDREWS EPISCOPAL ACADEMY

## BOARD OF TRUSTEES

Thursday, January 25, 2018 – 6:00 p.m. – 7:20 p.m.

### Minutes

**Members Present:** Suzanne D. Barry, Susan Carver, Christina Fischer, Gregory Grudovich, Rev. Reid McCormick, Susan Simonson, Bill Stoddard, Michelle Lineal

**Excused:** Tiffany Nixon and Richard Stabile

#### I. Devotional:

A. **Scripture Reading:** Michelle Lineal

B. **Prayer:** Rev. Reid McCormick

#### II. Consent Agenda:

The Chair asked for a motion to amend the Consent Agenda, replacing **A. 11/30/17 BOT Meeting Minutes** with **Development**. Moved and seconded. Susan Carver moved to approve the amended Consent Agenda, Second by Greg Grudovich. Approved unanimously.

#### III. Committee Reports:

##### A. Development:

Christina Fischer reported that they are working on developing a donor list. Suzanne, Rhonda and Christina had a good meeting with PNC Bank. Suzanne and Rhonda are working on an alumni list as possible donors. Also, they are working on acquiring testimonials. Fr. Reid will officiate at the **Blessing of the Fleet** on February 24<sup>th</sup>. This is another "good faith" Public Relations project. Clay Shoot will be April 28. This will be a "family affair" this year. It was mentioned that there needs to be better alignment between the Academy and the PTO. All activities are in support of Academy programs and students. Susan Simonson attends "Coffee Hour" Tuesday morning to talk with PTO members.

##### B. Building and Grounds:

Bill reported that the flooring was cleaned in the upper school and cameras have been added on campus. The pews in the church will be evaluated for repair by Chris Kasten with the help of Guido Chibas. After a meeting with Cory Benton regarding the status of our site plan, we were told that the last phase must be completed by 2024 instead of 2026 and the

gym must be pulled back from the edge of the lot so that there is a better sight line from the road. Bill felt that this could be accomplished without moving the building into the flood zone.

### **C. Vestry Report**

Greg reported that the Vestry had approved the recommendation of the Buildings and Grounds Committee to remove the speed bumps, however, our BOT representatives forgot to mention the rumble strips. A Vestry member asked about cost. It was noted that the Academy is paying for the project. In addition if the speed bumps were removed and not immediately replaced by rumble strips, it would create a liability.

### **D. Chair's Report**

Michelle reported that she had a conversation Peggy Calhoun, Board consultant, and updated her on our activities. Michelle reminded the BOT that we have two primary responsibilities, besides hiring and supervising the HOS, i.e. Development (fundraising, scholarship) and setting policy. We cannot open new buildings without having the supporting funds to keep the doors opened. We need to attend to our fund raising responsibilities. She thanked Christina and the Development Committee for their efforts. We will meet, in conjunction with the Vestry, for a presentation from the National Episcopal Foundation about their approach to Capital Campaigns on February 8<sup>th</sup> at 6:00PM.

### **E. Head of Schools' Report**

Suzanne reported that 47% of present students have already enrolled for classes for the upcoming year. Last year at this time it was only 12%. February 1<sup>st</sup>, the enrollment will be open to the public. She said that there was only one complaint about the increase in tuition. She reminded us that we have a limited opportunity to tap families whose children have been on full scholarships for four years. To date, they have made no financial contribution to the Academy.

The HOS gave a status report on college acceptances. Given the small number of graduating seniors, we have garnered 3, 4-year academic scholarships, at this time.

Suzanne also investigated having a dishwasher. It is more cost-effective to lease one. It was decided to wait until summer for further investigation.

The Christmas show at the Sunrise made a profit for the first time ever!

### **V. Adjournment and Closing Prayer**

**Respectfully submitted,**  
**Candace Grudovich**

