

ST. ANDREW'S EPISCOPAL ACADEMY  
BOARD OF TRUSTEES  
Tuesday May 31<sup>st</sup>, 2016 – 6:00 p.m.-8:07 p.m.

Minutes

Members Present: Trina Angelone, Susan Carver, Christina Fischer  
David Gates, Michelle Lineal, Bishop Russ Jacobus, Richard Stabile,  
Bill Stoddard

Absent: Alan McGregor, Susan Simonson

**I. Devotional:**

**Scripture Reading:** Susan Carver

**Prayer:** David Gates

**II. Consent Agenda:** Richard Stabile made a motion to approve the  
Consent Agenda. Second by Bishop Russ. Approved  
unanimously

**III.** Michelle Lineal opened the floor for nominations for Secretary.  
Susan Carver nominated Richard Stabile for Secretary. Second  
by Bishop Russ. Approved by acclamation.

**IV. Committee Reports-**

**A. Finance:** Susan Carver

**Bishop Russ made a motion to accept the April Financials.**

**Second by Richard Stabile. Approved unanimously.**

The HOS contacted Lee Dobbins to compose final documents to  
transfer the Pedestrian Plaza property to the City.

**B. Buildings and Grounds – Bill Stoddard**

i. 317 S. 2<sup>nd</sup> St. permitting

ii. Athletic Field

iii. Boys and Girls Club Gymnasium, Vero Beach

iv. Boston Ave. Abandonment

v. Fiber Optic Service Connection

**Bishop Russ made a motion to accept the Buildings and  
Grounds report. Second by David Gates. Approved  
unanimously**

**C. Executive Committee Report – Michelle Lineal**

**Bishop Russ made a motion to approve the EC Meeting  
Report. Second by David Gates. Approved unanimously.**

Discussion: The previous month's EC minutes have always  
been submitted for Board approval. Since EC meets the  
Tuesday before Thursday's meeting, the Secretary would need  
to prepare the minutes from the current month and disseminate

them. The newly elected Secretary stated he would be able to do this.

**Christina Fischer made a motion to have current EC Meeting minutes prepared before each BOT Meeting. Second by David Gates. Approved unanimously.**

**V. Chair's Report: Michelle L. Lineal**

- i. Search Committee for New Rector  
Michelle asked Richard Stabile, Vestry member, to describe the selection process for committee membership. Michelle applied for and was selected as a member. She reported the work of the committee
- ii. Policy Development – to be completed  
Property- Bill and Buildings and Grounds  
Operations- Michelle  
Christina Fischer volunteered to share Board Policies from Broward County.
- iii. Scholarship Program  
Michelle proposed a joint Vestry-Academy venture to establish a scholarship program for Academy students.

**Bishop Russ made a motion to develop a “Parishioners’ Sponsorship” program committee in conjunction with the Vestry. Second by Richard Stabile. Approved unanimously.**

**David Gates made a motion to ask Bishop Russ and Richard Stabile to present the “Parishioners’ Sponsorship” program to the Vestry. Second by Susan Carver. Approve unanimously.**

**VI. HOS's Report: Trina Angelone**

- i. Financial Planning  
HOS recommends holding a combined BOT and Vestry Finance workshop. Tentative date: Saturday, June 18, 2016 from 8:00 – 11:00 AM. Once confirmed, Michelle will contact the Senior Warden and extend the invitation.
- ii. 317 So. 2<sup>nd</sup> Street Property  
The BOT had agreed to begin the process of selling 317 So. 2<sup>nd</sup> Street. The HOS has had the contents of the building removed. Some cosmetic work has been done. Trina made inquiries with realtors regarding the sale of the property. She proposed entering into a contract with Keller-Williams. The BOT reviewed the contract.  
The HOS will also notify the Diocese of the prospective sale when she meets with the Bishop and his Executive Committee next week.

**Susan Carver made a motion to suspend development of 317 So. 2<sup>nd</sup> St. as an Early Childhood Center. Second by David Gates. Approved unanimously.**

**Susan Carver made a motion to allow the HOS to enter into a contract with Keller-Williams to sell 317 S. 2<sup>nd</sup> St., with the following amendments: 30 day cancellation notice, the seller would get 3% if we bring our own buyer, sale will not go lower than agreed minimum amount. Second by Richard Stabile. Approved unanimously.**

- iii. HOS will compile an Academic Report for the July meeting
- iv. Fr. Frank will continue his work on the Episcopal On-Line course development, but will be leaving the Academy.
- v. 2016-17 Calendar to include EC and BOT Meetings

## **VII. Closing Prayer**

**Bishop Russ made a motion to adjourn. Second by Richard Stabile. Approved unanimously.**

Respectfully Submitted,  
Lauren Lewis

Richard Stabile  
St. Andrew's Episcopal Academy Board Secretary