

ST. ANDREW'S EPISCOPAL ACADEMY
BOARD OF TRUSTEES
Thursday, October 22nd, 2015 6:03pm-8:36pm

Minutes

Members Present: Trina Angleone, Susan Carver, David Gates, Fr. John Liebler, Michelle Lineal, Alan McGregor, Shawn Merschdorf, Bill Stoddard, Horace Webb

Devotional:

A. Scripture Reading: David Gates

Romans 8:18-19, 22-23

B. Prayer: Bill Stoddard

I. Consent Agenda: Horace made a motion to accept the consent agenda. Second by Bill Stoddard. Approved unanimously.

II. Committee Report

A. Buildings and Grounds: Bill Stoddard

- i. Board of Trustees workshop
- ii. Due Diligence 317 South 2nd Street
- iii. Bus Acquisition
- iv. Pedestrian Plaza
- v. Walkthrough of Properties with School and Church Building and Ground members

Fr. John made a motion that the Finance Committee approve the bus proposal before the November meeting. Second by Horace Webb. Approved unanimously.

Fr. John made a motion to approve the \$1,000 contract for Cook and Menard. Second by Horace Webb. Approved unanimously.

Michelle explained that site improvement items should be part of a capital budget. They are currently included in the operating budget. After consultation with Dave McGuire, the Finance Committee will create a capital budget and present it to the BOT for approval.

B. Finance: Susan Carver

Susan Carver made a motion to recommend a line of credit from Harbor Community Bank for the Pedestrian Plaza project in the amount of \$140,000, inserting the bank resolution. Second by Fr. John. Approved unanimously.

Property/Casualty Insurance bids -

Two companies bid, Insurance Solutions of America and Ascension. The Insurance Subcommittee, created by the Finance Committee, recommends Ascension. They will have a quote on all necessary property/liability insurance by November 17.

Susan Carver made a motion that the Board of Trustees authorize the insurance committee, in conjunction with the Head of Schools, to select a comprehensive policy that will bind us above the budget amount. Second by Shawn Merschdorf. Approved unanimously.

C. Governance: Michelle Lineal

Finance Policy – First Reading - Before reading, Michelle recommended that any comments or questions be sent to the Chair of the Finance Committee, Susan Carver, before the second reading in November.

III. Chair’s Report: Michelle Lineal

- i. Audit – Issues raised by Dave McGuire
“Autonomy” to operate as an independent corporation, except that which is stated in the Articles of Incorporation and the Bylaws is stated in the Operating Agreement. In addition, the HOS and Chair of the Finance Committee need to investigate regulations regarding our status as an Episcopal school in the Central Diocese.
- ii. November and December meeting date changes:
Tuesday, November 17 and Tuesday, December 15

IV. HOS Report

- i. Homecoming Week
- ii. MAPP Testing
- iii. PSAT, PERT, results coming soon
- iv. \$50,000 26 passenger bus
 - a. Could also use for Duel Enrollment, Field Trips, Sporting Events
 - b. Midwest Transit
- iii. Horace, Marty Sanders, and Jason Fletcher will make up bus committee
- iv. Tuition

V. Rector’s Report: Fr. John Liebler

- i. Academy Sunday was a success

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

**Respectfully Submitted,
Lauren Lewis**