

**Board of Directors Meeting**

**December 16, 2019**

**5:30 - 7:00 pm**

SIA Middle Academy

4224 E 4th Ave

1. **Call to Order - 5:30 pm**
2. **Establish Quorum - Established**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Board Members** | | | **School Personnel** | | |
| **Name** | **Role** | **Present?** | **Name** | **Role** | **Present?** |
| Ken Vorhees | Chair | Y | Travis Franklin | HofS | Y |
| Nancy Cunningham | Vice-Chair | Y | Brook Wilkerson | COO | Y |
| Stacy Hill | Secretary | Y | Morgen Flowers | PA Principal | Y |
| Matt Hoag | Treasurer | N | Nate Pelton | MA Principal | Y |
| James Hill | Member | Y |  |  |  |
| James Wilburn | Member | N |  |  |  |
| Mary Velazquez | Member | Y (phone) |  |  |  |
| Jeff Hyslop | Member | Y |  |  |  |

1. **List of Materials**
   1. December 2019 board meeting agenda
   2. November 2019 board meeting minutes (to approve)
   3. December AP/Payroll (to approve)
   4. Updated 7 year budget projection
2. **Public Comment - Closed at 5:33 pm**
3. **Approve Minutes from November 2019 board meeting**

Motion to approve by Nancy Cunningham, unanimously approved.

1. **Approve, Accounts Payable and Payroll**
   * December Payroll
     + Direct Deposit number 900001815 through 900001880 totaling $281,658.20
   * December Accounts Payable Warrants
     + Warrant numbers 13127 through 13137, totaling $16,562.20
     + Warrant numbers 13138 through 13161, totaling $92,542.31
   * Private Account
     + Warrant numbers 1260 through 1261, totaling $20,612.94

Motion to approve by chair, so moved by James Hill, seconded by Nancy Cunningham. Unanimously approved.

1. **Action Items and New Business:**
   1. Executive Session - Entered at 5:45 pm. Closed at 6:05 pm.
      1. Discussion of acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.
   2. **VOTE**: Terms of lease/purchase agreement of 777 E Magnesium

Motion unanimously approved.

* 1. Head of School Update
     1. 2020-21 Enrollment applications received
     2. Charter transfer update
     3. Leadership development program opportunity
     4. High School grant funding update - NSVF
  2. Finance Committee update
  3. Governance Committee
     1. VOTE: New board member - Bob Douthit Nominated by Nancy Cunningham, seconded by Jeff Hyslop. Unanimously approved.
     2. Board on Track implementation
        1. Board members need to complete the registration process prior to January 1st
  4. New Business

1. **Adjournment - 6:45 pm**

For questions about reasonable accommodations for a meeting, please contact our main office at 509-209-8730 or email franklin@spokaneintlacademy.org. For all accommodations, please contact our office no later than 1 full week prior to our meeting. This allows us time to ensure these requests are met to the best of our ability. If you need to reach the Board you may also email the group at [boardofdirectors@spokaneintlacademy.org](mailto:boardofdirectors@spokaneintlacademy.org).