

Ogden Preparatory Academy
Board Meeting
November 30, 2004

Present: Debbie Deem, Craig Bergeson, Nancy Allen, Kathy Thornburg, Catina Martinez-Hadley and Jed Stevenson
Excused: Pamela Hernandez

Minutes

7:00 - Call to order

- Welcome /Call to Order - Nancy
- Jed introduced a document that outlined the roles and responsibilities of each board member according to office, as well as the roles and responsibilities of Academica.
 - The board discussed the roles and agreed that PR responsibilities should be dispersed between the Chair and Secretary (see attachment).
 - Craig asked if the board is involved at all in the hiring process of OPA staff. He stated that it seemed awkward that while on of the board responsibilities includes firing , hiring is not also specified. The board agreed that it would be prudent to have them involved in the hiring process. Kathy will provide names of individuals she wishes to hire on as staff, and the board will formally vote on approval or disapproval of employment.
 - Catina agreed to provide a revised copy of the roles and responsibilities document with the minutes.
- Board Elections
 - Debbie made a motion to nominate Craig as the new board president. Nancy seconded the motion, which was passed unanimously.
 - Debbie made a motion to nominate Nancy as board secretary. Craig seconded the motion, which passed unanimously.
- Discussion of future board members.
 - Catina suggested that the board revoke Pamela Hernandez' membership as she has not yet attended any meetings. The board agreed. Debbie asked the board to formally suggest names so that a contact list might be made to secure two more board members. The board agreed to fill two positions. The names suggested were:
 - Rob Hall - Nancy Allen will take responsibility for asking him.
 - Laura D'Hulst - Catina will take responsibility for asking her.
 - 1st alternate - Debbie Gomberg - Catina will ask
 - 2nd alternate - Christine Ferrario - Kathy will ask
 - 3rd alternate - Craig Campbell - Nancy will ask
 - The board agreed that all assignments and discussion pertaining to procuring board members would be completed by December 6th, and voted upon by December 7th.
- Deadline for submitting agenda items: The deadline for submitting agenda items will be the Friday (end of business) preceding every meeting (Tuesday)
Catina will email the board a reminder on the Monday preceding the Friday deadline.

8:30 Meeting adjourned

