



Voices for International Business and Education

Minutes

Board Meeting

Date and Time

Wednesday January 20, 2016 at 6:00 PM

Location

Community Room

Voices for International Business and Education http://public.boardontrack.com/VIBE_1

Directors Present

H. Blumenthal, K. Katner, L. Hughes, M. Roney, S. Retzlaff, S. Thomas

Directors Absent

C. Allen, F. McField, J. Carter, K. Turner, M. Garcia, R. Keller

Guests Present

A. Berger, D. Deno, H. Bunn, L. Crowe, R. McGee

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

H. Blumenthal called a meeting of the board of directors of Voices for International Business and Education to order on Wednesday Jan 20, 2016 at 6:05 PM.

C.

READ MISSION AND VISION STATEMENTS

D. Approve Minutes

L. Hughes made a motion to approve minutes.

S. Retzlaff seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. CHAIR REPORT

A. New item

- Grant awarded for \$15,000 from Pro Bono Publico
- New Board on Track website
- Everyone should RSVP for meetings
- All board members should support the school/school events
- Comment: Website is beautiful (LH)

III. HEAD OF SCHOOL REPORT

A. Head of School Overview

- Intent to return survey: 47 positive responses. Due date is Friday 1/22. This allows us to move forward with hiring process.
- Railings, Auditorium Doors, Art room door: approval for update by HDLC. Now awaiting approval from Fire Marshal
- Internet connectivity was down at the end of the week. This is due to outdated equipment.
- Added positions: Instructional coach and remediation specialists
- TET/Chinese New Year celebration, Indian Day: invitations will be sent out
- Question- replacing teachers with teachers most qualified, not necessarily certified.

IV. FINANCE COMMITTEE

A. REVIEW OF FINANCIAL INFORMATION

- School is in good standing
- Expenses have been less than budgeted
- Reserve continues to be strong 17% vs the necessary 5%

M. Roney made a motion to Accept financial statements as presented.

L. Hughes seconded the motion.

The board **VOTED** unanimously to approve the motion.

B.

DISCUSS AND IF APPROPRIATE VOTE REFERENCE NEED FOR AND POSSIBILITY OF CREATING A DEVELOPMENT COMMITTEE

- Charter and bylaws combine Finance and Development committees. Should they be separated into 2 separate committees?

V. STRATEGIC PLANNING COMMITTEE

A. UPDATE ON LAST MEETING AND ACTIVITIES

- Recommendations for changes in plan will be provided following the updates from some committees

VI. GOVERNANCE COMMITTEE

A. VOTE ON RECOMMENDATION TO AMEND BOARD POLICY MANUAL TO ALLOW CHAIR TO APPOINT AD-HOC COMMITTEES

- Governance committee would like to move to allow the chair to appoint temporary Ad Hoc committees with parameters.

H. Blumenthal made a motion to Give Board chair has the authority to appoint temporary Ad-Hoc committees.

L. Hughes seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. DISCUSS FOR INPUT A SUGGESTED NOMINATION PROCESS TO BE CONSIDERED AT 1/27 GOVERNANCE MEETING

- Profile worksheet of board members-- to look at the diversity of the board (ethnicity, skills, gender, etc). What are the various points of diversity? What do we need?
- Upcoming:
 - Whistleblower policy
 - Absentee policy
 - HoS evaluation

VII. FACILITY COMMITTEE

A. UPDATE ON LAST COMMITTEE MEETING

- Request Administration give Pros/Cons of facility

VIII. EXECUTIVE/EXPANSION COMMITTEE

A.

**VOTE ON COMMITTEE RECOMMENDATION FOR HEAD OF SCHOOL TO EXPLORE
OPTIONS FOR EXPANSION&CURRENT BLDG**

H. Blumenthal made a motion to Allow Academics to pare down 8 expansion options to 3 or 4.

L. Hughes seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Financial Model

C. Expansion Options

D. Expansion Options

IX. Other Business

A. BOARD EDUCATION

**B. DISCUSS AND VOTE ON WHETHER TO REINSTITUTE AUDIO RECORDINGS OF
OUR BOARD MEETINGS**

- Will discuss further in Governance Committee.

X. Closing Items

A. NEXT BOARD MEETING DATE FEBRUARY 17TH, 2016 , 6:00 AT IHS

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,

A. Berger