

APPROVED



# Lowcountry Montessori School

## Minutes

### Board Meeting

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#### Date and Time

Thursday May 23, 2019 at 6:30 PM

#### Location

749 Broad River Dr., Beaufort, SC 29906

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The mission of Lowcountry Montessori School is to provide an authentic Montessori education building a foundation for lifelong learning.

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#### Directors Present

C. Lucas, P. Chester, S. Lemstrom, T. Vande Burgt

#### Directors Absent

D. Fent

#### Guests Present

Taylor Lloyd

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

S. Lemstrom called a meeting of the board of directors of Lowcountry Montessori School to order on Thursday May 23, 2019 at 6:44 PM.

**C. Reading of Mission Statement**

**D. Approval of Agenda**

P. Chester made a motion to Approve agenda.

T. Vande Burgt seconded the motion.

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

**E. Statement of Compliance with FOIA**

**F. Approval of Minutes from Previous Meeting**

T. Vande Burgt made a motion to approve minutes from the Board Meeting on 04-25-19  
Board Meeting on 04-25-19.

C. Lucas seconded the motion.

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

**II. Director's Report**

**A. May update.**

2nd graduation completed (21 students).

All testing recently completed (SC Pass, SC ready, EOC).

Upper elementary went to Cherokee, NC.

Seniors going to new york next week.

Raise the roof next Saturday (June 1st).

Field day on Friday.

**III. Committee Reports**

**A. Academic Excellence**

Discussed elementary goals for writing, goals for FY20, gettings books, discussed getting higher education information for high, middle and elementary.

**B. Governance**

Up to 7 board members.

Still looking for more board members.

Board considering longer, less frequent meetings over the summer for goal setting and to discuss training, facilities and fund raising.

Discussed need for facilities committee interaction.

**C. Finance**

P. Chester made a motion to Table the vote on budget amendments until next month.  
T. Vande Burgt seconded the motion.  
The board **VOTED** unanimously to approve the motion.  
Ms. Lloyd provided overview of proposed FY20 budget.  
Discussed school safety grant that was awarded to LMS.

**D. Fundraising**

Raise the roof is moving forward. Cost so far: \$5,700 + \$1,100 insurance payment.

**E. Facilities**

Nothing to report.

**IV. New Business**

**A. CEO Evaluation**

3rd party is completing Amy's evaluation for certification.  
Board can utilize this evaluation or perform it's own.  
Looking to evaluate in July.

**B. Officer Elections**

P. Chester made a motion to S. Lemstrom President, T. Vande Burgh Vice-President, C. Lucas - Treasurer/Secretary.  
T. Vande Burgt seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**C. Committee Assignments**

Tabled.

**D. Approve 2019-2020 School Calendar**

Amy requested this be tabled. November and January need changes.

**V. Old Business**

**A. Procurement Policy**

C. Lucas made a motion to Table.  
P. Chester seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**B. USDA update and resolution discussion and vote**

Waiting on attorney's to advised on whether early buyout will be feasible. May propose a counter offer on early buyout. Worst case, clean buyout in 2020.

P. Chester made a motion to adopt the USDA loan resolution per the attached document.

S. Lemstrom seconded the motion.

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

## **VI. Executive Session**

### **A. Executive Session**

P. Chester made a motion to enter executive session.

T. Vande Burgt seconded the motion.

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

P. Chester made a motion to Exit executive session.

T. Vande Burgt seconded the motion.

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

## **VII. Closing Items**

### **A. Adjourn Meeting**

P. Chester made a motion to adjourn the meeting.

T. Vande Burgt seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:09 PM.

Respectfully Submitted,

C. Lucas