

APPROVED



# Lowcountry Montessori School

## Minutes

### Special Meeting - Primary Fees and Procurement Policy

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#### **Date and Time**

Monday July 1, 2019 at 1:00 PM

#### **Location**

749 Broad River Drive, 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, D. Fent, G. Alexander, K. Recchia, P. Chester, S. Lemstrom, T. Vande Burgt

#### **Directors Absent**

*None*

#### **Guests Present**

A. Horn, M. Zappia

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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 Monday Jul 1, 2019 at 1:07 PM.

**C. Reading of the Mission Statement**

**D. Approval of the Agenda**

C. Lucas made a motion to add environmental study.

D. Fent seconded the motion.

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

**E. Statement of Compliance with FOIA**

**II. Public Comment**

**A. Public Comment Period, limited to 3 minutes per person**

None

**III. Old Business**

**A. Primary Fee Structure**

Amy presented a proposal to offer free program for K3 and K4 from 0800-1100 and a fee charge for \$565/465 per month for 1pm-3:15pm.

C. Lucas made a motion to Table the proposal for reconsideration for 2020-2021 school year.

P. Chester seconded the motion.

The motion did not carry.

**Roll Call**

S. Lemstrom No

G. Alexander No

P. Chester Aye

D. Fent No

K. Recchia No

C. Lucas Aye

S. Lemstrom made a motion to Table the proposal until more research is collected for a July special meeting date to be determined.

G. Alexander seconded the motion.

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

**B. Procurement Policy**

C. Lucas made a motion to Transfer to finance committee.

P. Chester seconded the motion.

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

D. Fent made a motion to Approve administration to submit current draft form as a draft to the charity school district.

T. Vande Burgt seconded the motion.

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

**C. Environmental Study**

Requesting approval of \$6,000-\$7,000 for environmental study to lock in 3.5% interest rate on 40 year loan with zero down. The environmental study does not expire for this process. Funds are currently budgeted at \$5,000 in proposed phase 1 budget.

G. Alexander made a motion to proceed with environmental study with a maximum expenditures of \$7,000 for phase 2 ESA.

P. Chester seconded the motion.

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

**IV. Closing Items**

**A. Adjourn Meeting**

T. Vande Burgt made a motion to adjourn the meeting.

C. Lucas 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 1:30 PM.

Respectfully Submitted,

C. Lucas