

APPROVED



Living School

Minutes

Q4 Board Meeting

Date and Time

Sunday June 24, 2018 at 4:00 PM

Location

<https://zoom.us/j/738211128>

Directors Present

A. Herrera (remote), D. Lister (remote), I. King-Robins, J. Ojo, M. Hash (remote), M. Lehnherr (remote), N. GATES (remote), Q. Davis (remote), R. Ashmore (remote), T. Glover (remote), T. Millard (remote)

Directors Absent

D. Smith, F. Olajide, L. Delpit, M. Davis, N. Mock, V. Jones

Directors who arrived after the meeting opened

I. King-Robins, J. Ojo

Guests Present

L. Santos (remote), S. Pasternak (remote)

I. Opening Items**A. Record Attendance and Guests****B. Call the Meeting to Order**

D. Lister called a meeting of the board of directors of Living School to order on Sunday Jun 24, 2018 at 4:05 PM.

C. Approve Minutes from March 25 2018

D. Lister made a motion to approve minutes from the Annual Board Retreat & Quarterly Meeting on 03-25-18 Annual Board Retreat & Quarterly Meeting on 03-25-18.

T. Millard seconded the motion.

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

II. Charter App Committee

A. Discuss Compensation Framework

J. Ojo arrived.

9 of 10 members preferred Option 1

B. Review Charter Timeline

III. Finance & Facilities Committee

A. Approve FY 2018-19 Budget

D. Lister made a motion to Approve the FY 18-19 Budget.

R. Ashmore seconded the motion.

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

B. Review Facilities Search Info

IV. CEO Support & Evaluation

A. Employment Contracts Overview

B. Review Employee Handbook & Decision-Making Structure

I. King-Robins arrived.

V. Governance

A. Scheduling regular quarterly meetings

D. Lister made a motion to Hold the quarterly Board Meeting on the 2nd Sunday of the final month of each Quarter (Q1: September, Q2: December, Q3: March, Q4: June) at 4 PM - 6 PM.

M. Lehnherr seconded the motion.

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

B.

Reaffirming norms about attendance & participation

- CEO will send 1 Board Update email a month & texts Board Members who request one the day before sending it
- Email & text response rate: 100% response to email and follow-through or response to on action items within 1 week
- Full Board Meetings: Agenda & final packet will be finalized & sent out at least 1 week prior to the meeting with the expectation that everyone review agenda & packet prior to the meeting. Board Members are asked to attend at least 75% of all Full Board Meetings.
- Committee Meetings: Agenda & packet will be finalized & sent out at least 1 week prior to the meeting with expectation that everyone review the agenda & packet prior to the meeting. Board Members are asked to attend at least 75% of all Committee Meetings.
- At any point, any Board member can communicate to CEO & Board Chair that they need to take a sabbatical for any reason up to 3 months

C. Updates about Governance from LAPCS

VI. Other Business

A. Remove Deja Smith from the Board

- D. Lister made a motion to Remove Deja Smith from the Board.
- R. Ashmore seconded the motion.
- The board **VOTED** unanimously to approve the motion.

B. Elect Alfredo Herrera Treasurer

- D. Lister made a motion to Elect Alfredo Herrera as the Treasurer of the Board in replacement of Tristram Millard.
- I. King-Robins seconded the motion.
- The board **VOTED** unanimously to approve the motion.

VII. Closing Items

A. Adjourn Meeting

- D. Lister made a motion to adjourn the meeting.
- R. Ashmore 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 6:00 PM.

Respectfully Submitted,
D. Lister