

DRAFT



# Hogan Preparatory Academy

## Minutes

### HPA BOD Governance Committee Meeting

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#### **Date and Time**

Friday June 14, 2024 at 1:30 PM

#### **Location**

Join the virtual meeting:

Meeting ID

[meet.google.com/kdw-uywn-zbg](https://meet.google.com/kdw-uywn-zbg)

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#### **Committee Members Present**

Albert Ray (remote), LaDonna Johnson (remote), Natalie Lewis (remote)

#### **Committee Members Absent**

*None*

#### **Guests Present**

Annelise Thurber (remote), Erin Lenihan (remote), Janice Thomas (remote)

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### **I. Opening Items**

#### **A. Record Attendance**

#### **B. Call the Meeting to Order**

Natalie Lewis called a meeting of the Governance & Board Development Committee of Hogan Preparatory Academy to order on Friday Jun 14, 2024 at 1:30 PM.

### **C. Approve Minutes**

## **II. Governance & Board Development Committee**

### **A. HPA BOD Policies**

Dr. Annelise Thurber presented the BOD bylaws to be updated.

Questions about Cybersecurity and file storage. A: Create building procedure ; files are stored by the company that digitizes.

Question about how information is released to the right person. A: Front office is trained on how to handle requests.

Discussion about board clerk and board secretary duties

## **III. BOD Training**

### **A. Board Training**

Ladonna Johnson discussed BOD training:

- Virtual meeting in July
- Determine a date
- Discussion for upcoming board meeting

## **IV. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:15 PM.

Respectfully Submitted,  
Albert Ray