



## Vacaville Christian Schools

### Minutes

#### Board Meeting

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**Date and Time**

Tuesday August 20, 2019 at 6:00 PM

**Location**

821 Marshall Rd., Room 202, Vacaville, CA 95687

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**Directors Present**

A. Grafals, B. Craig, J. Biard, J. Smotherman, S. Jacobs, S. Jamel

**Directors Absent**

*None*

**Guests Present**

B. Davis, Brenda Vincent, Darelyn Pazdel, Leslie Creed, Sara Grafals

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

S. Jacobs called a meeting of the board of directors of Vacaville Christian Schools to order on Tuesday Aug 20, 2019 at 6:00 PM.

**C. Devotion**

Scott Jacobs gave the devotion, 4 Prayers for the new school year.

#### **D. Open Session**

Guests commented on the need for cooperation by facilities management personnel, storage facilities for clubs and volunteers, and volunteer appreciation.

At the conclusion of the open session, all guests departed except for HOS, Ben Davis.

### **II. Old Business**

#### **A. Approve Minutes**

B. Craig made a motion to approve minutes from the VCS Board Meeting on 07-16-19 VCS Board Meeting on 07-16-19.

S. Jamel seconded the motion.

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

### **III. New Business**

#### **A. Head of School Report**

Ben Davis discussed retention and provided a table with the most recent data, revisions to the org chart, the audit, development strategic plan, updates to the strategic plan, and book study. Attachments were emailed.

Ben Davis lead a discussion regarding proposed sports fees for the current school year. Following discussion and upon a motion made by Director Craig and seconded by Director Jamel, the Board voted unanimously to approve the schedule of sports fees provided by the Head of School.

#### **B. Finance**

Becky Craig gave the finance committee report. Attachments were emailed. There was a discussion regarding the need to appoint a CFO, possibly naming either Becky or Rosemary. The vote was tabled until the September meeting.

#### **C. Advancement/Marketing**

Discussion included website updates and Google Metrics.

#### **D. Athletics**

There was no Athletic Committee meeting. The Boosters' next meeting is scheduled for September 16th. There is a new member drive underway.

#### **E. Board Development**

The recommendation was received for Darius Perkins. Following discussion and motion by Becky Craig, seconded by Anthony Grafals, the Board voted unanimously to invite Darius Perkins to join the Board.

**F. Executive Committee**

An Executive Committee meeting was held on August 2nd. Topics discussed included opening an E\*Trade Account, Board on Track, Athletics, Football, and the first day of school. The next Executive Committee was scheduled for September 6th, and the first Friday of each month thereafter at 7:30 in the HOS office.

**IV. Closing Items**

**A. Adjourn Meeting**

Closing discussion included an on-line spirit store. The next meeting is scheduled to take place on 9/9/19.

Devotion to be provided by Tony Grafals.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:20 PM.

Respectfully Submitted,  
A. Grafals