

APPROVED



## Libertas College Prep

### Minutes

#### Board Meeting

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**Date and Time**

Saturday January 14, 2017 at 9:30 AM

**Location**

11858 La Grange Ave. 2nd Floor Los Angeles, CA 90025 | 605-562-0020 (Meeting ID: 153-500-861)

**Directors Present**

B. Dougan, E. Nelson, P. Noyola, S. Brown, S. Hurder, T. Musgrave

**Directors Absent**

*None*

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**I. Opening Items****A. Record Attendance and Guests**

Quorum was present.

**B. Call the Meeting to Order**

P. Noyola called a meeting of the board of directors of Libertas College Prep to order on Saturday Jan 14, 2017 at 9:30 AM.

**C. Approve Minutes**

S. Hurder made a motion to approve minutes from the December 2016 meeting. Board Meeting on 12-10-16.

T. Musgrave seconded the motion.

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

**Roll Call**

S. Hurder Aye

P. Noyola Aye

B. Dougan Aye

S. Brown Aye

T. Musgrave Aye

E. Nelson Aye

**D. Approve Agenda**

T. Musgrave made a motion to approve the agenda for this meeting.

B. Dougan seconded the motion.

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

**Roll Call**

S. Hurder Aye

B. Dougan Aye

S. Brown Aye

P. Noyola Aye

E. Nelson Aye

T. Musgrave Aye

**E. Commentary from Public**

**II. Leadership Update**

**A. Head of School Update**

A. Metz provided the head of school report.

**B. Governance Update**

P. Noyola provided the Governance update.

Form 700 was discussed with Board.

**C. Finance Update**

S. Hurder provided the Finance update.

**D. Facilities Update**

P. Noyola provided the Facilities Update.

**III. Motions to Approve**

**A. Motion to approve December 2016 Financials**

S. Hurder made a motion to approve the December 2016 financials.

T. Musgrave seconded the motion.

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

**Roll Call**

S. Hurder Aye

T. Musgrave Aye

E. Nelson Aye

P. Noyola Aye

B. Dougan Aye

S. Brown Aye

**B. Motion to approve FY16/17 1st Interim Report**

T. Musgrave made a motion to Approve the FY16/17 First Interim Report.

B. Dougan seconded the motion.

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

**Roll Call**

B. Dougan Aye

S. Hurder Aye

S. Brown Aye

T. Musgrave Aye

E. Nelson Aye

P. Noyola Aye

Board reviewed and approved the report.

**C. Motion to approve FY15/16 990 Tax Return**

T. Musgrave made a motion to motion to approve FY15/16 990 Tax Return.

P. Noyola seconded the motion.

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

**Roll Call**

B. Dougan Aye

S. Hurder Aye

S. Brown Aye

P. Noyola Aye

T. Musgrave Aye

E. Nelson Aye

**D. Motion to approve the opening of CCU Bank Accounts**

B. Dougan made a motion to approve the opening of CCU Bank Accounts.

T. Musgrave seconded the motion.

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

**Roll Call**

T. Musgrave Aye

**Roll Call**

P. Noyola Aye  
S. Hurder Aye  
S. Brown Aye  
E. Nelson Aye  
B. Dougan Aye

**E. Motion to approve the opening CCU Credit Card**

S. Hurder made a motion to approve the opening of CCU Credit Card.

S. Brown seconded the motion.

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

**Roll Call**

T. Musgrave Aye  
B. Dougan Aye  
E. Nelson Aye  
S. Hurder Aye  
S. Brown Aye  
P. Noyola Aye

**F. Motion to Approve the Employee Handbook**

Board reviewed and provided feedback on the employee handbook. A motion to approve the handbook will be voted upon at a later Board Meeting.

**G. Motion to Approve PCSD Project Management Agreement**

B. Dougan made a motion to motion to approve the PCSD Project Management Agreement.

S. Hurder seconded the motion.

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

**Roll Call**

S. Brown Aye  
S. Hurder Aye  
B. Dougan Aye  
T. Musgrave Aye  
E. Nelson Aye  
P. Noyola Aye

**H. Motion to update credit card policy in Fiscal Policies**

S. Hurder made a motion to defer the voting of updating the credit card policy in the fiscal policies until the next board meeting.

T. Musgrave seconded the motion.

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

**Roll Call**

P. Noyola     Aye  
S. Hurder     Aye  
E. Nelson     Aye  
S. Brown     Aye  
B. Dougan     Aye  
T. Musgrave   Aye

**IV. Task Force Updates**

**A. Academic Excellence Update**

E. Nelson provided the Academic Excellence update.

**B. Human Capital Update**

B. Dougan provided the Human Capital update.

**V. Closing Items**

**A. Adjourn Meeting**

S. Brown made a motion to adjourn the meeting.

E. Nelson seconded the motion.

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

**Roll Call**

E. Nelson     Aye  
S. Brown     Aye  
T. Musgrave   Aye  
P. Noyola     Aye  
S. Hurder     Aye  
B. Dougan     Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:33 PM.

Respectfully Submitted,  
S. Brown