

APPROVED



## Libertas College Prep

# Minutes

## Board Meeting

---

### 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*

---

### 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**

E. Nelson Aye

S. Hurder Aye

T. Musgrave Aye

S. Brown Aye

B. Dougan Aye

P. Noyola 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**

E. Nelson Aye

P. Noyola Aye

T. Musgrave Aye

S. Brown Aye

B. Dougan Aye

S. Hurder 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**

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

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

P. Noyola Aye

**Roll Call**

S. Hurder Aye  
B. Dougan Aye  
E. Nelson Aye  
S. Brown Aye  
T. Musgrave 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**

E. Nelson Aye  
T. Musgrave Aye  
S. Hurder Aye  
S. Brown Aye  
B. Dougan 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**

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

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