

APPROVED



## Libertas College Prep

### Minutes

#### Board Meeting

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**Date and Time**

Saturday October 11, 2014 at 9:30 AM

**Location**

Broad Offices (Fox Plaza, Avenue of the Stars)

**Directors Present**

C. Danclar, E. Nelson, H. Chung, P. Noyola, S. Brown, S. Hurder, T. Musgrave

**Directors Absent**

*None*

**Guests Present**

A. Carlstone-Hurst

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

E. Nelson called a meeting of the board of directors of Libertas College Prep to order on Saturday Oct 11, 2014 at 9:27 AM.

**C. Welcome**

## II. Governance

### A. Approval of Bylaws

E. Nelson made a motion to Adopt Libertas Bylaws.

P. Noyola seconded the motion.

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

### B. Approval of Officers

E. Nelson made a motion to Approve the slate of Libertas College Prep slate of officers (members received the slate prior to meeting).

T. Musgrave seconded the motion.

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

No discussion.

### C. Appointment of Executive Director

E. Nelson made a motion to Approve Anna Carlstone as Executive Director of Libertas College Preparatory Charter School.

S. Hurder seconded the motion.

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

### D. Approval of Policies

E. Nelson made a motion to Approve Board Policies, including conflict of interest policies which were circulated to board in preparation for meeting.

T. Musgrave seconded the motion.

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

A. Carlstone provided additional clarification around fundraising policy. The Marketing and Development Team will provide additional guidelines detailing out a fundraising plan to the entire team at a later meeting.

E. Nelson made a motion to have the Marketing and Development Team, in conjunction with the Finance Team, to bring forth fundraising plan at future board meetings.

H. Chung seconded the motion.

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

Members of the team and next steps will be discussed further at future board meeting.

### E. Approval of Executive Director Salary (Closed Session)

E. Nelson made a motion to have the Libertas College Prep Organizational Meeting go into closed session.

C. Danclar seconded the motion.

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

Anna Carlstone exited room.

C. Danclar made a motion to increase Libertas College Prep's Executive Director salary from \$85,000 to \$92,500.

H. Chung seconded the motion.

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

### III. Finance

#### A. Treasurer Report

P. Noyola shared updated on grant applications/statuses. Refer to attachment for additional details.

### IV. Secretary Report

#### A. Secretary Report

Board members will be receiving calendar invites of outlined board meeting dates for the next year. e first year. Also, S. Brown provided quick overview of BoardonTrack and what/how board members should expect from the tool around meeting planning.

### V. Executive Director Report

#### A. Executive Director Report

Refer to Management Update report for detailed information.

Discussion Action Items: 1) H. Chung will work with A. Carlstone on updating board member bios on school website. 2) All Board members will watch New Schools Venture Funds panel discussion on building community partnerships/collaboration. 3) A. Carlstone will send invites to any community events she attends going forward for others with availability to attend. 4) C. Danclar has been speaking with a woman around "smaller grant" opportunities. Action Item: C. Danclar can share additional information. 5) Libertas is a formal organization on LinkedIn. Board members should update profiles and add affiliation with the school to increase visibility and potentially attract board members.

### VI. Closing Items

#### A. Adjourn Meeting

E. Nelson made a motion to Close meeting.

C. Danclar 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 11:04 AM.

Respectfully Submitted,  
S. Brown