

APPROVED



## Libertas College Prep

### Minutes

#### Board Meeting

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##### **Date and Time**

Saturday October 17, 2015 at 9:30 AM

##### **Location**

3875 Dublin Ave, Los Angeles, CA 90008 (Libertas school site!)

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##### **Directors Present**

C. Danclar, E. Nelson, J. Chapman, M. Shapira, P. Noyola, S. Brown, S. Hurder

##### **Directors Absent**

B. Ambavalanan, T. Cesar, T. Musgrave

##### **Guests Present**

A. Carlstone-Hurst, S. Torres

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#### **I. Opening Items**

##### **A. Record Attendance and Guests**

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

C. Danclar called a meeting of the board of directors of Libertas College Prep to order on Saturday Oct 17, 2015 at 9:35 AM.

##### **C. Approve Minutes**

E. Nelson made a motion to approve minutes from the Board Meeting on 09-19-15 Board Meeting on 09-19-15.

J. Chapman seconded the motion.

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

No Discussion.

## **II. Leadership Update**

### **A. Finance Report Update**

R. Griffin from ExEd provided board with update on financial dashboard. Board reviewed Libertas financial statements and tabled motion to approve for upcoming board meeting.

Next Action Items: A report on the expense/check register will be made available for board to review.

S. Hurder provided Treasurer Report for the board. Next Actions: Next Board Meeting Focus will entail full report on expense outflow from school inception until now.

Investigate possible workflow templates to share with employees (and include in employee handbook). Board to investigate the financial dashboard in more details and search for items such as late fees, one-off vendors, professional development.

### **B. Executive Director/ Management Report**

A. Carlstone-Hurst provided the Executive Report.

### **C. Governance Report Update**

C. Danclar provided the Governance Report.

### **D. Review Action Items from September Board Meeting**

S. Arggawal presented board with update on funnel for student and family enrollment pipeline. Initial draft has been created.

### **E. Motion to update the agenda sequence for October board meeting**

E. Nelson made a motion to revise the October board agenda given new sequence of items.

S. Brown seconded the motion.

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

No Discussion.

## **III. Taskforce Updates**

### **A. Academic Excellence Taskforce Update**

E. Nelson provided the Academic Excellence Report.

### **B. Facilities Taskforce Update**

M. Shapira provided the Facilities Taskforce Report.

**C. Development Taskforce**

J. Chapman and C. Danclar provided the Development Report.

**IV. Proposed Motions**

**A. Motion to Approve 2015-2015 Board Meeting Calendar**

J. Chapman made a motion to approve the 2015-2016 Board Of Directors Meeting Calendar.

M. Shapira seconded the motion.

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

No Discussion.

**B. Motion to Approve Parent Involvement and Volunteer Policy**

J. Chapman made a motion to approve the Parent Policy.

M. Shapira seconded the motion.

The motion did not carry.

Team Proposed to table the motion until November Board Meeting.

**C. Motion to approve a line of credit at Amazon**

J. Chapman made a motion to approve the line of credit at Amazon.

S. Brown seconded the motion.

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

S. Torres presented overview on line of credit at Amazon.

**D. Parent Policy**

J. Chapman made a motion to table the current vote for the parent policy.

S. Hurder seconded the motion.

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

Board will discuss this in the follow up meeting.

**V. Other**

**A. Board Education**

Board quickly discussed ongoing inclusion of education materials in proceeding meetings.

**VI. 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 12:09 PM.

Respectfully Submitted,  
S. Brown