



The Emerge School for Autism

Minutes

Board Meeting

Date and Time

Wednesday December 12, 2018 at 12:00 PM

Location

7784 Innovation Park Drive, Baton Rouge, LA 70820

Directors Present

C. Blaize, J. Perrault, M. Juneau, R. Pettit, S. Broome, S. Waguespack

Directors Absent

A. Meyer, E. Jones-Morgan, R. Thibodeaux

Directors who arrived after the meeting opened

S. Waguespack

Guests Present

J. Jones, L. Bozard, M. Leger

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

J. Perrault called a meeting of the board of directors of The Emerge School for Autism to order on Wednesday Dec 12, 2018 at 12:02 PM.

C. Approve Minutes

M. Juneau made a motion to approve minutes from the November Board Meeting on 11-14-18 November Board Meeting on 11-14-18.

C. Blaize seconded the motion.

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

II. Finance

A. Budget Update

Update on Finances

Jeremy:

Slighting higher in revenue. Salaries and benefits positive variance. Legal line item was budgeted and then taken out. Net surplus positive variance.

Budget vs. Forecast

Revenue is on target. Main change is in lunch revenue some has to be returned to parents.

Balance Sheet

Allocations should be given in January from EBR. Legal fees have been paid down. Other short term slight adjustments to reflect some changes in legal fees. Total equity balances with assets.

Jeremy:

A grant was received for \$25,000 and that will take away from fundraising.

JP: I'm hoping that on the next one that we'll be able to adjust with the \$25,000 on that grant and an additional \$15,000 from a donor.

No questions on financial report.

S. Waguespack arrived.

III. Overall School Update

A. Update on School

Leigh: We received a grant for \$25,000 for general operating costs. McIlhenny foundation. Great news and will help cash flow for the end of the year. As JP also mentioned there should be an additional donation.

We have decided to close our US pay account which is how we were managing our lunch services. We will close the accounts so that we will no longer have those monthly expenses.

We had a meeting with EBR general counsel. The meeting was very positive.

JP: The purpose of meeting was to address progress on charter and services agreement. We also asked him to address extending the contract. Very open to discussion and we will send him the contract and suggested language on revisions. We still need to discuss the amount agreed upon for the do not exceed.

Sarah: Have y'all reached out to new board members?

Melissa: No we don't feel like that's necessary at this point. The next step will be for him to come here for a tour and visit.

JP: We are trying to get this all wrapped up before the spring budget discussion. We have had some good meetings with donors about potential for small building but there are still a lot of discussions going on. We will defer that until January.

IV. Other Business

A. Board Members

If anyone has any suggestions for board members please keep that in mind. We will need additional members to join the board.

Sarah: Could you send out a list of what skill sets you're looking for for the board.

JP: Accounting, finance, and of course education experience would be beneficial.

Sarah: Any particular education background?

Melissa: Early childhood or special education.

V. Closing Items

A. Adjourn Meeting

J. Perrault made a motion to adjourn the meeting.

R. Pettit 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 12:32 PM.

Respectfully Submitted,

J. Perrault