

APPROVED



## HCS Baton Rouge

### Minutes

#### Board Meeting

Helix Aviation Academy and Helix Legal Academy

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#### Date and Time

Thursday September 7, 2023 at 8:30 AM

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#### Board of Directors Meeting Notice

Thursday, September 7, 2023 8:30 a.m.  
Baker Donelson Law Firm  
Chase North Tower  
450 Laurel St., 21st Floor  
Baton Rouge, LA 70801

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#### Directors Present

A. Cooper, L. Young, M. Victorian, R. Chatelain, T. Burbach, V. Sizer

#### Directors Absent

W. Berthelot

#### Guests Present

Ivan Earls, M. Grand, N. Millender, P. Castille, Jr.

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#### I. Opening Items

##### A. Record Attendance

**B. Call the Meeting to Order**

A. Cooper called a meeting of the board of directors of HCS Baton Rouge to order on Thursday Sep 7, 2023 at 9:14 AM.

**C. Approve Agenda**

R. Chatelain made a motion to approve the agenda.

L. Young seconded the motion.

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

**D. Approval of Minutes - July 28, 2022 Board Meeting**

R. Chatelain made a motion to approve the minutes from Board Meeting on 07-28-22.

M. Victorian seconded the motion.

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

**E. Approval of Minutes - July 27, 2023**

R. Chatelain made a motion to approve the minutes from Board Meeting on 07-27-23.

M. Victorian seconded the motion.

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

**F. Approval of Minutes - August 21, 2023 Special Meeting**

R. Chatelain made a motion to approve the minutes from Board Meeting on 08-21-23.

M. Victorian seconded the motion.

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

**G. 2023-24 Helix Aviation Academy Budget Approval**

R. Chatelain made a motion to approve the 2023-24 Helix Aviation Academy Budget.

T. Burbach seconded the motion.

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

**H. 2023-24 Helix Legal Academy Budget Approval**

V. Sizer made a motion to approve the 2023-24 Helix Legal Academy Budget.

R. Chatelain seconded the motion.

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

**I. 2023-24 Board Meeting Schedule Approval**

M. Victorian made a motion to approve the 2023-24 Board Meeting Schedule.

R. Chatelain seconded the motion.

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

**II. Finance Report**

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

R. Chatelain made a motion to recognize all reports presented in the immediately preceding meeting.

T. Burbach seconded the motion.

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

### **III. Closing Items**

#### **A. Adjourn Meeting**

T. Burbach made a motion to adjourn the meeting.

V. Sizer 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 9:16 AM.

Respectfully Submitted,

N. Millender