

Believer's Academy, Inc.
Governing Board of Directors Meeting Minutes
Date 8/13/14

1. Call to Order

Meeting was called to order at 6:05, 8/13/14) by Board Member
(Melissa Smith

2. Roll Call

Members present – Melissa Smith (President), Bruce Fowler (Treasure – via phone), Gigi English (voting member), Lori Dyer (non voting member), Mark Manners (non voting member)

A quorum was achieved for voting purposes.

3. Approve Minutes from 5-14-14.

Motion was made *by* Melissa Smith, for approval; motion was 2nd Gigi English; Minutes were unanimously approved.

4. Open Forum

5. New Business

Academic Items

Item A1 – I recommend the Board ratify the annual contract between Streamline Mediaworks for new network and technology set-up & maintenance, server and computer maintenance and technology & media upgrades.

Motion was made *by* Melissa Smith, for approval; motion was 2nd, Gigi English; Minutes were unanimously approved.

Item A2 - I recommend the Board approve the contract with Marisela Castillo for cleaning services.

Motion was made *by* Melissa Smith, for approval; motion was 2nd, Gigi English; Minutes were unanimously approved.

Signature: Board of Directors Chairperson

Item A3- I recommend the Board approve the annual employment contracts for the following staff members: Rebecca Pelletier, Jennifer Kula, Maureen Thurston, Jaime Manners, Kiara Slaton, Joan Collette, Lisa Davis, Anthony Hathaway, Allyson Giscombe, Samantha Ramadan, Tom Amenita, Michael Kelley, Kelly Allen, and Sara Kosiorowski.

Motion was made *by* Melissa Smith, for approval; motion was 2nd, Gigi English; Minutes were unanimously approved.

Item A4 – I recommend the Board approve the 2014-2015 Student Handbook and Employee Handbook.

Motion was made *by* Melissa Smith, for approval; motion was 2nd, Gigi English; Minutes were unanimously approved.

Item A5 - I recommend the Board approve the amended Believers Academy Personnel Policy 3.15 and adopt the Believers Academy Salary Schedule.

Motion was made *by* Melissa Smith, for approval; motion was 2nd, Bruce Fowler; Minutes were unanimously approved.

Business Items

Item B1 – I recommend the Board approve the financials for May & June as required by the sponsor.

Motion was made *by* Melissa Smith, for approval; motion was 2nd, Gigi English; Minutes were unanimously approved.

Item B2 - I recommend the Board Variable Annuity Life Insurance Company (VALIC) as the school's 403(b) company.

Motion was made *by* Melissa Smith, for approval; motion was 2nd, Gigi English; Minutes were unanimously approved.

Item B3 - I recommend the Board approve the purchase of a replacement vehicle for the Saturn Vue that was totaled on 5-22-14.

Motion was made *by* Melissa Smith, for approval; motion was 2nd, Bruce Fowler; Minutes were unanimously approved.

Signature: Board of Directors Chairperson

Discussion Items

6. **Item #D1** – Financial Disclosures – completed by board members
7. **Item #D2** – Independent Audit – Site Visit Completed
8. **Item #D3** – Health Insurance Changes
9. **Item #D4** – Annual Evaluation – Academic Director
10. **Item #D5** – Annual Board Meeting – September 24 @ 5:30 – virtual meeting
11. **Item #D6** – FY15 Start-up Enrollment (132 projection is 140 by October)
12. **Item #D8** – AmeriCorps Reading Initiative – Granted 2 candidate (\$5700.00 each/year)

Adjourn

Meeting was adjourned at *8/13/14, 7:30pm* by Board Member Melissa Smith

Signature: Board of Directors Chairperson