

**Board of Trustees Meeting – via Zoom  
December 2, 2021 MINUTES – Open Session**

**Meeting called to order at:** 7:00 p.m.

**Trustees in attendance:** Peter Ashley; Ansley Covey; Angie Deane; Justin Dunnem, *President*; Annie Geary; Jen LaPrad, *President-Elect*; Jeff Miars, *Treasurer*; Kiara Moore; Rabia Shariff; and Donna Voor, *Secretary*

**Staff/Faculty in attendance:** Kim Bosworth, *Director of Admissions*; Chad Crabtree, *Director of Recruitment*; Matt Jun, *Director of Finance*; and Randy Kelly, *Head of School*

**Guests in attendance:** n/a

**Trustees Absent:** Matt Champion, *Past-President*; and Erin Corcoran

**Minutes** from the November 4, 2021, Open Session meeting were unanimously approved.

## **COMMITTEE REPORTS**

### **Committee on Trustees:**

- Jen – Let her know if you would like to join the committee and help with recruiting new Trustees.

**Finance Committee:** Moved to Closed Session

**Facilities/Technology Committee:** No report

**Advancement/Marketing Committee:** Committee meetings will be held on Tuesdays the week before each full BOT meeting.

- Annie - She'll be going through old Advancement documents kept in hard copy on-campus in the records room and hopes to move a lot of it to electronic versions.
- Angie – Giving Tuesday was a success. We had 18 staff, 15 parents and 7 Trustees donate.
- Justin – Please contact him if you have grant writing experience or if any applicable grants come to your attention.
- Chad – Annual Giving letter will go out via email on Monday, 12/6.

## **OLD BUSINESS**

- COVID-19 Update – Randy reported that five classrooms were impacted this week. Fearful that next week will be worse as a result of Thanksgiving gatherings. Looking into a vaccine mandate for 2022-23.
- Strategic Plan – No update from last month.

## **NEW BUSINESS – N/A**

**Motion to adjourn to Closed Session.**

**Adjourned to Closed Session at: 7:42 p.m.**

**Next meeting: Thursday, January 27, 2022 at 7:00 p.m.**