

**Board of Trustees Meeting  
September 29, 2022 MINUTES – Open Session**

**Meeting called to order at:** 6:05 p.m.

**Trustees in attendance:** Matt Champion; Erin Corcoran, *President Elect*; Ansley Covey (via Zoom); Angie Deane; Justin Dunnem, *Past President* (via Zoom); Corey Hurcomb; Jen LaPrad, *President*; Katharine Lyvers; Jeff Miars, *Treasurer*; Kiara Moore, *Secretary*; and Julia Sama

**Staff/Faculty in attendance:** Randy Kelly, *Head of School*; Matt Jun, *Director of Finance*; and Kim Bosworth (via Zoom), *Director of Admissions*

**Guests in attendance:** n/a

**Trustees Absent:** Peter Ashley; and Rabia Shariff

**Minutes** from the June 23, 2022, Open Session meeting were unanimously approved.

## **COMMITTEE REPORTS**

**Facilities Committee:** Matt Champion mentioned there was a facilities walk-thru last week. He noted damage to the gym roof from the windstorm in September. We have estimates for a number of security upgrades. The Facilities Committee will review and present their upgraded security recommendations to the Finance Committee for approval. He also mentioned there has been discussion about repair of the west driveway.

**Committee on Trustees:** Jen LaPrad reported that the BOT Policy Manual and By-Laws have been updated and the updates need approved. She will share the document and there will be a Motion in October to approve. She also asked that members let Erin Corcoran know of any committees they're interested in participating in.

Matt C. mentioned that he'll get the Conflict of Interest Policy form to everyone. Please review, sign and return.

**Advancement Committee:** Angie Deane gave an Advancement Committee update including Fall Frolic, Windfall, on-boarding and off-boarding BOT members:

- Fall Frolic - She will ask Chad Crabtree to send out specific requests for Fall Frolic help, rather than a general ask for volunteers.
- Windfall – The first Windfall meeting has been held and it was well attended. The Windfall meetings will now be on hold until after Fall Frolic.
- Off-boarding Board members – There was discussion about creating a formal process for honoring long-standing Board members who step down or end their terms.
- On-boarding new Board members - There was discussion about the need to revisit/build criteria for recruitment of new members and being clear around the process for how/when we make decisions when potential new members express interest.

**Motion to adjourn to Closed Session.**

**Adjourned to Closed Session at 6:30 p.m.**

**Next meeting:** Thursday, October 27, 2022 at 6:00 p.m.