

**Board of Trustees Meeting – via Zoom
October 15, 2020 MINUTES – Open Session**

Meeting called to order at: 6:08 p.m.

Members in attendance: Matthew Champion, *President*; Lauren Cressy Dunbar; Justin Dunnem, *President-Elect*; Annie Geary, *Past-President*; Jeff Miars, *Treasurer*; Rachel Novick; and Donna Voor, *Secretary*

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

Guests in attendance: n/a

Members Absent: Peter Ashley; Julia Kanczuzewski; and Rabia Shariff

Minutes from the June 10, 2020, Open Session meeting were unanimously approved after a correction to *Members in attendance*.

Head of School Report: Moved to Closed Session.

COMMITTEE REPORTS

Finance Committee: Moved to Closed Session.

Facilities/Technology Committee: Randy spoke about the new playground additions that are coming soon and the EC circle drive fence that will be reinstalled on Monday, October 19th.

Advancement/Marketing Committee: No report.

Committee on Trustees: Moved to Closed Session.

Old Business: Matt asked everyone to review the Strategic Plan that was uploaded to Slack. He would like to discuss and vote on it at the next meeting.

New Business:

- Updated Pandemic Plan - Matt spoke about the need for an updated version of the Pandemic Plan for the spring semester. He will put a survey together soon to be distributed to staff/faculty and parents for their input.
- Weekly Update –
 - Randy was asked to add information about serving as a Trustee to one of his future *TMA Update* emails and ask individuals who would like to serve, or get more information, to contact Matt.
 - Several topic ideas were given for upcoming “Weekly Memos”; weekly email updates, etc. as follows:
 - *A Question of the Week* (example: What did your family do to keep busy and productive during the nationwide shut down?)
 - Academic Progression by levels
 - Alumni Spotlights/2020 Graduate Update
 - Photos from around campus

Motion to adjourn.

Adjourned to Closed Session at: 6:38 p.m.

Next meeting: TBD