

**Board of Trustees Meeting  
February 28, 2018 MINUTES**

**Meeting called to order at:** 5:34 p.m.

**Members in attendance:** Salvador Aguinaga; Matthew Champion; Melanie Como-Dits, *Past President*; Michael Cox; Lauren Cressy Dunbar, *Secretary*; Annie Geary; Julia Kanczuzewski; Ramona Kim; Jeff Miars; Doug Morris, *President*; David Rowley, *Treasurer*; Rabia Shariff; Donna Voor; and Paul Worland

**Staff/Faculty in attendance:** Kim Bosworth, *Executive Assistant/Admissions Coordinator*; Susan Finster, *Director of Finance*; Tanya Hagen, *Development Events Coordinator*; and Randy Kelly, *Interim Head of School*

**Guests in attendance:** n/a

**Absent:** Sophie White, *At Large Executive Committee Officer*

**Consent Agenda** – including the January, 2017 Open Session Minutes and Closed Session Minutes, were approved with noted edits to the Open Session Minutes.

**Interim Head of School Report** – Randy Kelly reviewed a written report highlighting the following:

- Enrollment
- General Update
  - Center Classroom
  - Safety Procedures
  - Website
  - Offers of Employment/Staff tuition discount
  - JH Information Night
  - Sound System
  - Kevin Locke Performance
  - Windfall Fund the Need – Rain Gardens
  - Department Reports
    - Department of Student Services
    - Development Report
    - Admissions Report

**Advancement/Marketing Committee Report** – Annie Geary reviewed a written report highlighting the following:

- Fundraising Summary
- Annual Giving
- Fall Frolic
- Windfall
- Scholarship Grant Organization
- Marketing/Alumni Relations
- Thank you dinner for ALL donors in May

**Facilities/Technology Committee** – Salvador Aguinaga gave a verbal report highlighting the following:

- February meeting had to be cancelled – will meet in March
- Need to schedule a facility walk-through

**Committee on Trustees Report** – Doug Morris reviewed a written report highlighting the following:

- Intention Statement
- Recruitment of BOT Members
- March 2018 Retreat
  - Wednesday, March 21<sup>st</sup>, 5:30 – 9:00 p.m. at Paul Worland’s home
  - Speakers include: Julian Jankowski, Leadership Trainer and Consultant; and Melanie Como-Dits, Board Governance
- Self-Evaluations and BOT General Evaluation
- BOT portion of TMA website
- Doug also announced that Jennifer Williamson has resigned from the Board

**MOTION** was made and seconded to approve a new member. Motion was rescinded.

**MOTION** was made and seconded (via email in February) to approve Annie Geary as President-Elect for the remainder of the 2017-18 school year, effective immediately. Motion approved.

**Old Business – n/a**

**New Business – n/a**

**Motion to adjourn.**

**Adjourned to Closed Session at: 7:00 p.m.**

**Next meeting: Wednesday, April 25, 2018**