

**Board of Trustees Meeting  
May 24, 2017 MINUTES**

**Meeting called to order at:** 6:02 p.m.

**Members in attendance:** Bill Bagatini; Mark Bland, President-Elect; Melanie Como-Dits, President; Michael Cox; Lauren Cressy Dunbar; Annie Geary; Jeff Miars; Doug Morris; David Rowley, Treasurer; Sophie White; Mari Linn Wise; and Paul Worland

**Staff/Faculty in attendance:** Deborah Drendall, Head of School; Susan Finster, Director of Finance; Kim Bosworth, Executive Assistant/Admissions Coordinator; Tanya Hagen, Development Events Coordinator; and Randy Kelly, Junior High Teacher/Division Chair

**Absent:** Jennifer Williamson; Ed Yang, Past President; and Jeanne Yoder, Secretary

**Consent Agenda** – including the April Minutes (with noted edits) and May Advancement Report was unanimously approved.

- In Closed Session on 5-24-17:
  - The April financial statements were unanimously approved.
  - A brief reminder was given as to the necessity for confidentiality of privileged information held in Closed Sessions of the Board of Trustees.

**COT Report** – Doug Morris gave a verbal report, stating:

- All BOT Evaluations have been returned. He's working on processing and comparing the evaluations to past years and will report the summary at either the June or August, 2017, meeting.
- The committee is actively recruiting new members.
- Members completing their time on the board as of June, 2017, include:
  - Bill Bagatini
  - Mark Bland
  - Mari Linn Wise
  - Ed Yang

**Head of School Report** – Deborah Drendall reviewed a written report highlighting the following:

- 2017-18 Enrollment
- 2017-18 Personnel/Staffing
- Upcoming Events
  - International Festival – May 19
  - All School Field Day – May 26
  - Toddler Art Show – June 6

- Kindergarten Recognition – June 7
- 8<sup>th</sup> Grade Graduation – June 7
- Admissions Report – Kim Bosworth reviewed a written report highlighting the following:
  - 2017-2018 Enrollment Update as of 5-22-17
  - Highlights of the past month
  - On-Going and Looking Forward
- Development Report – Tanya Hagen reviewed a written report highlighting the following:
  - Annual Giving
  - Give Local SJC – May 9
  - Dancing with our Stars
  - Windfall
- Alumni and Community Relations Report – Kathy Kolata submitted a written report highlighting the following:
  - *“Understanding Montessori: A Guide for Parent”* Series
  - Notre Dame Concessions
  - Habitat for Humanity

**Motion to adjourn.**

**Meeting adjourned to Closed Session at: 6:35 p.m.**

**Next meeting:** Wednesday, June 14, 2017