



CIVA Board of Directors Meeting Minutes

November 16, 2016 - approved

Location: CIVA Charter High School

Time: 5:30 – 8:09 PM

Members Present: Joey Finkbeiner, Curtis Cook, Janna Haas, Karl Schneider, Keith Benson, Brian Hutchison, Suzanne Calvin-Yim

Members Absent: Comfort Rogers

Advisors Present: Randy Zimmerman, Courtney Kennedy

Called to Order:

Joey called to order at 5:30

- Consent agenda
 - Approve October 12, 2016, agenda
 - Approve September 21, 2016, minutes
- Curtis made a motion to approve consent agenda with two changes: Delete Booster Club Report and the next meeting is December 14, 2016. Keith seconded. Agenda approved unanimously. Janna made a motion to approve the meeting minutes. Curtis seconded. Motions passed unanimously.

Action Items

- John Cutler went over the audit for FY 15-16. CIVA was given a clean recommendation.
- Financial statements were presented by Courtney Kennedy.
 - Brian made a motion to approve the financial statements. Karl seconded. Motion passed unanimously.
- Joey read the emails concerning the contract approval for Haynes HVAC.
- CIVA Foundation second reading. Approximate costs are \$2000 for accounting, \$500 attorney fees, and \$800 for IRS filing for a total of \$3300. Curtis made motion to establish a CIVA Foundation. Suzie seconded. Motion passed unanimously.

Non-Action Items

- Brian led the discussion on policy changes. The following policies were addressed and changes suggested: CIVA Governing Board Bylaws & Operations Manual, Advisory Committees, Community Relations, Conflict Resolution, Education Program and Documentation Retention Policy.
- Karl has been looking into marketing companies. Karl needs approximately 5 alums, 4 current students and 2-3 parents to interview for the CIVA stories no later than December 15. Interviews will be scheduled on or about January 15, 2017.
- Suzie will be writing about the Thanksgiving Feast.
- SAC report – discussed the student survey. Surveys will take place in December.
- Nominations committee – nothing to report.
- Randy gave the school report – Ultimate team took 3rd at state, the bond could be back on the ballot next year or we could do one on our own.
- The 20th anniversary celebration/fundraiser will take place on Mar 9, 2017 from approximately 5:00pm – 10:00pm.

Public Comments

None

Curtis made a motion to adjourn. Janna seconded. Motion passed unanimously. Meeting adjourned at 8:09.