



GRANVILLE
CHRISTIAN
ACADEMY



**GCA BOARD MEETING MINUTES
OPEN SESSION
DECEMBER 2, 2019**

- 1. Call to order** of the December 2, 2019 GCA School Board Open Session was made at 6:30 pm in the Fireside Room by President Justina Nadolson.
- 2. Roll Call** was answered by Phill Demarest, Julie Dickson, Dan Keiser, Mark Law, Justina Nadolson, Brad Pilkington, Woody Rose, Jason Stump, and Shari Swonger. Head of School Lee Reno was absent due to illness.
- 3. Prayer and Devotion** – Justina Nadolson talked about Anne Voskamp’s “The Greatest Gift” Advent devotional. A love story, with Christ who was there at the beginning of creation, and it was because of the affection of God that He made His children. We should have ravished wonder at the universe and its perfect design, witnessing the miracle happening around us. The answer to deep anxiety? Deep adoration of God.
- 4. Explanation of meeting procedures (sign-in, time limit) – Hearing of Guests** was given by Justina, who instructed attendees (there is no sign-in sheet tonight) that they could speak on-record at the end of the open session.
- 5. Enter closed session votes and notes from October 7, 2019 into the record:**

The Board approved a revised 2019-2020 budget, presented that evening, using final enrollment numbers.

The Board approved the 12-month administration benefit schedule as proposed, noting that any exceptions must have board approval.

A clarification was made and the board approved that additional HOS search expenses (such as travel for candidates) will come from Board reserve funds.

In order to keep the bank accounts matching the ledgers, a motion was made to move \$44,249.70 from board reserves account to the operating budget account.
- 6. A motion to approve the closed session minutes from November 4, 2019** was made by Mark Law, seconded by Woody Rose, motion passed.

7. Enter closed session votes and notes from November 4, 2019 into the record:

A motion to approve the open and closed minutes from **October 7, 2019**, was made by Mark Law, seconded by Phill Demarest, motion passed.

After a presentation from the Enrollment Director, the Board approved for GCA to move from an annual re-enrollment process to a continuous enrollment process.

A motion to approve the September financial report was made by Brad Pilkington, seconded by Woody Rose, motion passed.

A motion to authorize the HOS and Board Treasurer to open a new CD account and move First Federal MM monies to CD (expansion fund) was made by Woody Rose, seconded by Mark Law, motion passed.

8. Enter email votes into the record: none.

9. Financial Report

Written:

Financials are for period ending October 31, 2019

Cash Review

- Total Cash on hand was \$ **783,419.98**
- We have designated and restricted assets of \$ **586,894.39**
- Leaving us with \$ **196,525.59** of operating cash available

For the Month of October

	Amount	Budget
Income	\$ 129,459.98	\$ 134,732.94
Expenses	\$ 151,135.07	\$ 154,513.79
Net Income	\$ (21,675.09)	\$ (19,780.85)

YTD Summary

	Amount	Budget
Income	\$ 391,617.25	\$ 418,973.81

Expenses	\$ 505,000.40	\$ 519,272.13
Net Income	\$ (113,383.15)	\$ (100,298.32)

Auxiliary Funds

October	YTD
\$ 15,925.34	\$ 95,364.35

Expenses now include a portion of the accrued payroll expenses that have previously been adjusted at year end causing a lower operating expense for July.

A motion to approve the October 2019 Financial Report was made by Woody Rose, seconded by Brad Pilkington, motion passed.

10. Committees

- a. **Finance Committee – Jason Stump, Treasurer**—nothing to report, meeting 12/18/19 to discuss budgeting for next year and flourishing model of school.
- b. **Advancement Committee – Mark Law**—met on 11/19/19.
 Bus: approved Ethan Nadolson to take best offer.
 Auction: conference call early- mid-December, luau theme.
 - i. Cookies & Carols on the Court—planned for December 21 after the boys and girls basketball games, around 5:00. Marketing will happen around the school, including social media posts. Want to invite alumni, Phill has list, will talk to Melody Cox.
 - ii. Nahum Masimer spoke about wanting to do things right with athletics, he is interested in developing fundraising with corporate sponsors in gym and field events (portable A-frame devices), will work through Lee Reno and GCA administration. Spoken with other athletic directors about specific fundraisers (hit-a-thons, etc, with sponsors) benefitting all athletics as well as the school. Will consider sponsoring 1 large community service event/year with sponsors. Will eventually need to look at getting a new softball scoreboard.
- c. **Board Development Committee – Brad Pilkington**—met 11/21/19. Transitioning Goals: Shared personal and peer evaluation for representation on the Board. January retreat board development could help with creating the agenda, summer retreat may include greater role (theme of transition?). Will meet with Dan, Justina, and Brad. Will create a board member packet including bio, etc.
- d. **Education Committee – Brad Pilkington**—met 11/12/19. Brad, Shari Swonger, Paula Pilkington. Developing core values document, how best to get input from

the GCA family to find common ground. Currently have a working definition of core values, which Brad read to the Board. Will send out a Google survey to GCA nation (Shari is working on it now), with subset groups to help formulate the 7-10 core values.

- e. **Facilities Committee – Dan Keiser**—working with Nahum. Reprogramming functions at 5SG (lockers, moving furniture, weight room to 1st floor), working on banner celebrations for athletic milestones and achievements.
 - f. **Athletic Committee – (ad hoc) – Dan Keiser**—combined with Facilities report.
 - g. **Board Policy Manual Committee – (ad hoc) – Justina Nadolson**—finished first draft and Lee has gone through old minutes looking for policies that the board passed. The committee is using Manuals from five Christian schools and likes Tree of Life’s Board Policy Manual format the best. Justina emailed Todd Mara (TOL) to ask permission to use some of the material, but will reorganize the order and add/subtract content as it fits GCA.. Will have the board review the document after it’s completed, and then key GCA people will review before a final vote and implementation.
 - h. **Head of School Search Committee (ad hoc) – Justina Nadolson**—job posting on website, ACSI, still working on Feasibility Survey results for clarity in presentation of GCA. Brian Hudson will be coming back to GCA.
- 11. Student Council Presentation** –Brendon Austin shared that students participating in “Socktober” collected 1140 pairs of socks, which were donated to the Look Up Center and the Salvation Army. Students participating in “No Shave/No Shiver November” donated >\$200.00, which was donated to OCC. There was a great turnout at the Veterans Day assembly. The HS Winter Party is 12/20/19, Homecoming week is January 21-24, and the homecoming dance 1/24/19, location TBD. Justina commended the HSSC on their hard work for the Veterans Day assembly.
- 12. Faculty Presentation - none**
- 13. Administrator Report - Lee Reno – Head of School**— no report due to Lee’s absence.
- 14. Old Business**
- a. Reminder about Board financial support
 - b. Status update about Student Focus Group (conducted by Marketing Director at Rolls By The Pound)—working on a date for December. Will be open to anyone who attended the first one.
- 15. New Business**—none
- 16. Hearing of guests**—none

17. Meeting Adjournment

Respectfully submitted,

Julie Dickson