Chautauqua Board Meeting |MINUTES

Meeting date | time 6/19/2017 12:00 PM | Meeting location Front Meeting Room

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | | Meeting called by | Dr. Terry Jack | | Type of meeting | Monthly Board Meeting | | Facilitator | Cynthia McCauley | | Note taker | Misty Fowler | | Timekeeper | Cynthia McCauley | | |  | | --- | | Attendees:  Dr. Terry Jack, Bob Smith, Mary Sittman, Marylyn Denecke, Alvin Peters, Nancy Boyd, Kathy Barr, Jimmy Barr, Cecile Scoon, Denise Phillips, John MacIsaac, Misty Fowler, Eric Bellamy, Cynthia McCauley, Beth Parish, Ryan Beidelman | |

# Agenda topics

Time allotted | 5 min. | Agenda topic Approve Board Minutes from March and May | Presenter Dr. Jack

Discussion: Minutes were reviewed for the March meeting and were approved with the amendment involving the Adults with Disabilities Grant. The May minutes have no corrections. Mr. Peters motions to approve minutes. Ms. Denecke seconds.

Conclusion: Motion carries.

Time allotted | 10 min. | Agenda topic May Financial Report and Letter of Engagement | Presenter Cynthia McCauley

Discussion: May financials approved with a request for information on the $100,784.00 under the Adults with Disabilities Grant – It was listed as an asset and liability. Dr. Jack, President of the Chautauqua Board, signs the Letter of Engagement for the upcoming audit. Ms. Scoon motions to approve minutes with request of clarification of the grant and for Dr. Jack to sign the Letter of Engagement. Denise Phillips seconds.

Conclusion: Motion carries.

Time allotted | 5 min. | Agenda topic Amendment to School Charter | Presenter C. McCauley

Discussion: Amendments to the charter language to follow state and local school zoning rules were presented. Mr. Smith motions to accept amendments and for Dr. Jack to sign the charter to make it official. Ms. Boyd seconds.

Conclusion: Motion carries.

Time allotted | 10 min. | Agenda topic CAPS Renewal of Loan | Presenter C. McCauley

Discussion: The board discussed refinancing the loan on the main school house building. A. Peters offered look into finding the school a good interest rate and will report his findings to board at a later meeting.

Conclusion N/A

Time allotted | 10 min | Agenda topic Insurance for Employees | Presenter C. McCauley

Discussion: The board discussed continuing the tradition of paying medical insurance for employees during the summer months. Ms. Scoon motioned to cancel July and August checks to help with summer insurance for employees and to approve the funds necessary to cover insurance for employees for July and August. Ms. Denecke seconds

Conclusion: Motion carries.

Time allotted | 5 min | Agenda topic Grants | Presenter Ms. McCauley

Discussion: C. McCauley is writing a grant for a new wheelchair van from the St. Joe Foundation. The Higher Education Grant is to be written with FSU and Gulf Coast State College. The school should receive notice on July 1st if it will receive funding for the Transit grant. The VR Summer Camp Grant should be approved and receiving notice soon.

Conclusion: N/A

Time allotted | 10 min | Agenda topic Cork Visit | Presenter C. McCauley

Discussion: The trip to Iceland and Cork, Ireland was a great success. The Chautauqua students did a great job acting as international ambassadors, participating in a university setting, and advocating for persons with disabilities. It is the hope of all involved that this was the first of many trips.

Conclusion: N/A

Time allotted | 5 min | Agenda topic Enrollment | Presenter C. McCauley

Discussion: Chautauqua’s enrollment for the upcoming school year is up from 49 students to 51 students.

Conclusion: N/A

Time allotted | 5 min | Agenda topic Chautauqua Trip | Presenter C. McCauley

Discussion: Staff and board members are welcomed to attend in-service and board training at the Chautauqua Institute in New York state. The school will be traveling during the fifth week of the summer program at the Institute.

Conclusion: N/A

Time allotted | 5 min | Agenda topic Election of Treasurer | Presenter C. McCauley

Discussion: The board members noted that they had reviewed and considered election of Officers to serve at the pleasure of the Board. Based on this review and consideration by the board members of potential candidates for office, the following resolution was unanimously adopted: JIMMY BARR – TREASURER

Time allotted | 5 min | Agenda topic Student Liaison | Presenter C. McCauley

Discussion: The current student liaison, Eric Bellamy, is transitioning to a full-time employment IEP. The students of the school have elected Mariah Moore to co-chair the position until the beginning of the school year until she can be official voted in.

Time allotted | 1 min | Agenda topic Closing | Presenter Dr. Jack

Discussion: Motion by Dr. Jack to adjourn meeting. Ms. Sittman seconds.

Conclusion: Motion passes. Meeting ended. 1:05 p.m.