

Classical Studies of Indianapolis
Board Meeting Minutes
March 10, 2018

Board Members in Attendance: Brian Archer, Hannah Beerbower, Tara Brown, Laurie Carter, Rick Diaz, Joel Gibbons, Shaun Grannis, James Miles, Michael Preyss, Jason Sole, Jenny Wingler

Guests in Attendance: Kate Ambrose

Meeting called to order at 1:09 pm.

1. Opening Prayer & Welcome - Rick Diaz
2. Devotion - Laurie Carter
3. Board Expectations - Joel Gibbons
 - a. Discussion of values and expectations for the board.
 - i. Prayer - be in prayer for the community and families
 - ii. Integrity - open and honest
 - iii. Confidentiality - certain topics are not to be shared outside the meeting
 - iv. Conflicts of interest - act on behalf of the whole community not specifically their own family
 - v. Commitment to be on campus - visit campus throughout the year
 - vi. Advocate & Communicate - be an advocate for the community and communicate appropriately with families.
 - b. Action Item - Laurie and Joel to work on board expectations document for the next meeting.
4. Bylaws - Joel Gibbons
 - a. Overview of changes to bylaws
 - i. Spelling & grammatical changes
 - b. Board agreed to meet monthly throughout the year.
 - c. Board agreed that one meeting per quarter should be open to the community with 4 weeks of notice.
 - d. Board agreed to set the size of the board to 5 to 11 members.
 - i. A quorum at any meeting will be 6.
 - e. Final version of bylaws was ratified by vote and signed by all 11 board members.
5. Executive Session
 - a. Board adjourned regular meeting to hold executive session.
6. Election of Officers - Rick Diaz
 - a. Responsibility of board officers reviewed from newly ratified bylaws.
 - b. Chair
 - i. Jason Sole nominated Rick Diaz for board chair.
 - ii. Rick elected chair by unanimous vote.
 - c. Vice-Chair
 - i. Rick nominated Laurie Carter for vice-chair.
 - ii. Laurie elected vice-chair by unanimous vote.
 - d. Treasurer
 - i. Laurie nominate Michael Preyss for treasurer.
 - ii. Michael elected treasurer by unanimous vote.
 - e. Assistant Treasurer

- i. Tara Brown nominated James Miles for assistant treasurer.
 - ii. James elected assistant treasurer by unanimous vote.
 - f. Secretary
 - i. Laurie nominated Joel Gibbons for secretary.
 - ii. Tara nominated Jenny Wingler for secretary.
 - iii. A motion was made to elect an assistant secretary.
 - iv. By slate, Joel was elected secretary and Jenny was elected as assistant secretary.
- 7. Lease - Michael Preyssi
 - a. Michael Preyssi shared the status of the negotiations with Westside Church.
 - i. Includes a rent incentive that will increase based upon tiers of enrollment for Wednesday activities.
 - ii. Includes requests for additional time on campus for orientations, staff meetings, year-end program.
 - b. Waiting on Westside Church to review current proposal.
 - c. No action required at this time.
- 8. Board Meeting Schedule - Rick Diaz
 - a. Board agreed on a standing meeting time of 4th Tuesday of each month.
 - b. Location likely to be either John Wesley Free Methodist Church (W. 46th St. Indy) or Christ Church (Plainfield).
- 9. Leadership Structure - Kate Ambrose
 - a. Kate discussed her desired organization structure.
 - b. Board asked her to refine the proposal, review with the Finance Committee and present at the April meeting.
- 10. Selecting the Leader of the School
 - a. Discussion around title of "Head of School" or "Program Director"
 - b. Motion was made to proceed with title of "Program Director" as head homeschool parent is the head of their school.
 - c. Motion was approved unanimously.
 - d. During a brief executive session, motion was made to appoint Kate Ambrose as first program director for CS Indy.
 - e. Motion was approved unanimously.
- 11. Transparency
 - a. Board discussed transparency and ways to make sure the board is always seeking community input.
- 12. Committees
 - a. Committees were formed to assist the Program Director with all of the activities that need to happen before school can begin in the fall.
 - b. Initial Committees and starting members:
 - i. Fundraising
 - 1. Rick Diaz (chair), Michael Preyssi, Wade Wingler
 - ii. Curriculum
 - 1. Hannah Beerbower (chair), Laurie Carter, Tara Brown, Rochelle Gibbons, Tina Miles, Kim Sole
 - iii. Finance
 - 1. Michael Preyssi (chair), James Miles, Chris Carter, Phil Brown
 - iv. Marketing & Technology
 - 1. Jason Sole (chair), Joel Gibbons, Dan Ambrose

- v. Policy
 - 1. Joel Gibbons (chair), Brian Archer, James Miles, Hannah Beerbower
- vi. Community
 - 1. Will be formed in the future
- c. Canvas
 - i. Board discussed needs and costs around keeping Canvas moving forward.
 - ii. Board and staff preference is to keep Canvas.
 - iii. Finance Committee will work with Kate to determine budget allocation before April board meeting.
- 13. Needs from TMS
 - a. Discussion regarding what the Transition Committee needs to request from the TMS board.
 - b. Laurie and Rick will continue to communicate with TMS board.
- 14. Closing Prayer and Adjournment - Shaun Grannis