

Juniper Ridge Community School
Minutes of the Board of Stewards
11/15/16

In Attendance – Patrick Ebel, Nicole Miller, George Rau, Donald Samson, Pam Middlemas, Krista Kuncir, Cathy Staten,

The meeting was called to order at 5:03 pm

Opening Verse

Assignment of duties:

Facilitator	Layne
Co Facilitator	Nicole
Stack Taker	Cathy
Minutes	Cathy
Agenda Collector	Andrea
Task Keeper	Krista

Approved October & September Minutes

Approved the Agenda

Committee Reports:

Parent Council – Jen Nichols reported that JRCS made \$646.06 net income from Halloween Journey. Listed the fund balances for each class 6th through 9th grades. Talked about upcoming fundraisers.

Director's Report – Patrick E.

- See attached.

Finance Committee report – George R.

- Finance committee met last week to review the financial reports for July thru Sept.
- Discussed a possible change in exploring financing options for new school.

Building Site committee – Patrick reported that the extension on the contract to purchase the land was extended six months. Larry Francis has reached out to get more accurate #s for the construction. Patrick will talk with Justin about alternative financing options.

Resource Development – Nicole

- Brenda attended a Grant Writing seminar and learned some good information
- The Annual Give and Grow – finalized letter to proof. Plan to stuff envelopes this Friday at 12:30 at the school.

- Reviewed Pam's suggested changes to the Fundraising guidelines. Approved the guidelines with suggested changes.

Task List – Nicole went thru the task list. Charter Renewal has been sent to Ron Roybal, suggests we go thru the contract. Ron is contacting the people w/in the D51. Andrea asked D51 Board reps about coming to our school.

Board Handbook – Nicole added having a member of Parent Council be a nonvoting member of the Board. Suggested that Parent members of the Board must have served on Parent Council or another committee of the Board before applying to be Board members. Conflict of Interest forms – Layne will send out.

Nicole asked about the makeup of the Executive Committee. Geo thinks we should include the current Past President. Patrick said Nicole used to meet with him and Donald weekly just to communicate what the Board was thinking. Layne said he would start doing that again.

Leah talked about the Volunteer Coordinator position. Has asked the Volunteer Coordinator at United Way to be her mentor. She is working with getting volunteers & making sure they are thanked. Looking into software to track volunteer hours Helpcounter.com.

SWOT Analysis – defer to next month.

Holiday Party – Dec 2nd 6 – 9 p.m. Babysitting will be provided

Calendar Items – Nicole

- AD review committee – bumped it up to start discussing now. Should we put on task list? Patrick has requested an outside evaluator. Needs to be put in the budget.
- Quarterly financial review

Time for Heart – Krista mentioned being called Kresta in error.

Closing verse

Meeting was adjourned at 6:02 pm

Respectfully submitted,
Cathy Staten