

FIT ACADEMY – NOVEMBER BOARD MEETING Minutes

**Board of Directors Regular Board Meeting Agenda
November 9, 2016, 6:00pm – Galaxie Library Apple Valley
APPROVED: December 14, 2016**

I. Call to Order (Chair)- called to order at 6:04pm

II. Roll Call of Members (Secretary)

Ken Thielman (Chair) -Present

Paul Anderson -Present

Ed Cassidy -Present

Mark Cotton- Present

Nancy Schneider -Present

Ex-Officio: Claud Allaire, Executive Director-Present

Angie Halama- Present

Guests- Reid Bonshire and Kevin Peck

III. Approval of Agenda

Moved: Angie

Second: Nancy

Vote: 5-0

IV. Declaration of Conflict of Interest- None expressed

V. Open Forum- None

VI. Approval of Meeting Minutes

a. October Meeting Minutes- Board moves to approve October board meeting minutes.

Moved:Ed

Second:Nancy

Vote: 4-0

-Ken abstained from the vote.

VII. Chair's Report: The Chair stated we are making progress and the hard work starts towards opening the school.

VIII. Director's Report:

a. Lease Negotiations- Claud discussed progress on the lease specifically in negotiating terms friendly to Fit Academy. We will have a final attorney review before the lease is signed. The board moves to approve the signing of lease pending a final review from Craig Kepler.

Moved: Angie

Second:Paul

Vote: 5-0

b. Applications- Claud updated the board we currently have 10 student applications and teachers have reached out who are interested in the school.

c. Marketing Plan / Current / Flier- Marketing plan has been on hold pending site approval. A marketing flier has been created to use for reaching out to the community.

Moved: Angie

Second: Mark

Vote: 5-0

iii. New Lease (if available)- reviewed and approved in director's report.

b. Review & Consideration for Approval of Enrollment Projections- Claud presented enrollment projects for the school up until 2025.

c. Background Checks- all members completed forms and Claud will submit.

d. Assigning of IoWA: The Board designates Claud Allaire as the Identified Official with Authority to authorize user access to MDE secured websites for our local education agency or organization.

Moved: Angie

Second: Nancy

Vote: 5-0

e. Review & Consideration for Approval of Fiscal Procedures Handbook- The board moved to approve the Fiscal Procedures Handbook.

Moved: Angie

Second: Paul

Vote: 5-0

f. Review & Consideration for Approval of Board Member Job Description- The board moved to approve Board Member Job Descriptions with the following positions Chair- Ken, Vice-Chair- Paul, Secretary- Angie, Treasurer- Nancy.

Moved: Nancy

Second: Mark

Vote: 5-0

g. Review & Consideration of Job Description for Executive Director-(postponed for next meeting)

h. Consent Agenda: Approval of name and address change to By-Laws & Articles of Incorporation- Board moves to approve the Bi-Laws and Articles with the change of address from Claud's home to the school's address.

Moved: Nancy

Second: Nancy

Vote: 5-0

XII. Next Meeting

a. Date & Time: 12/14/16

b. Location: Wescott Library

c. Agenda Items: Staffing Plan, Budget,

Others _____

XIII. Adjournment

a. Board Evaluation

b. Motion to Adjourn- 7:35pm