Minutes of a Meeting of the Board of Directors

Wednesday, November 6, 2019

A session of the Board of Directors, Hayden Canyon Charter School, held Wednesday, November 6, 2019.
The board will convene regular session at 7:00 p.m.
Location: Hayden Senior Center, 9428 N. Government Way, Hayden, ID 83835

I. Open the Meeting 7:00pm

II. Pledge of Allegiance

A. Board Members in attendance: Joshua Dahlstrom, Amy Thompson, Tyson Schroeder, Josh Fletcher, Ryan Crandall

i. Board has a quorum for conducting business

B. Administrator in attendance: Cynthia Lamb

C. Board Clerk: Bridgette Dahlstrom

III. **Procedural Matters**

A. Motion to approve agenda for Tuesday, November 6, made by Amy Thompson and seconded by Tyson Schroeder. Motion carried unanimously.

B. Next regular meeting confirmed for Tuesday, November 19, 2019, 7:00pm at Hayden Senior Center.

IV. Unscheduled Delegations – None presented

V. Consent Calendar <u>Action</u>

A. Motion to approve consent calendar action items made by Tyson Schroeder and seconded by Ryan Crandall. Motion carried unanimously.

VI. Budget and Finance

A. Information Items:

i. Monthly Financial Report

ii. Bills Outstanding
- PO Box Fee
- Storhaug Engineering
  - Tyson review original contract and individual invoices

iii. Update on Line of Credit Procurement
- Board members to continue seeking contacts for contribution to community member line of credit

iv. Chamber of Commerce membership package and pricing
- Bronze package $250 per year

v. Motion to table discussion regarding Seeking Business Manager to end of Budget & Finance section made by Amy Thompson and seconded by Tyson Schroeder. Added as item VI.A.vii.

vi. Discussion regarding Round Table Early Stage Funding
- Discussion regarding provided Best Efforts Agreement
- Discussion regarding response to Best Efforts Agreement

vii. Discussion regarding previously tabled item Seeking Business Manager
- Need to advertise for business manager

B. <u>Action Items:</u>

i. Authorize Payments for Bills Outstanding
- Motion to approve PO Box for 6 months made by Amy Thompson and seconded by Tyson Schroeder. Motion carried unanimously.
- Motion to postpone Storhaug bill pending research to next meeting made by Tyson Schroeder and seconded by Ryan Crandall. Motion carried unanimously.
- Motion to authorize up to $100 for an ad for business manager made by Tyson Schroeder and seconded by Amy Thompson. Motion carried unanimously.

Josh Fletcher exited meeting at 9:02pm.

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ii. Approve/Deny terms from bank regarding line of credit – No action taken
iii. Approve/Deny terms for line of credit offered by community members – No action taken
iv. Motion to Postpone Approve/Deny Chamber of Commerce membership package and pricing made by Tyson Schroeder and seconded by Ryan Crandall. Motion carried unanimously.
v. Approve/Deny seeking Business Manager
   - Motion to approve putting out an ad for business manager for $49,800 plus benefits to be posted as soon as possible with an ending date of November 15, 2019 at 5:00pm PST made by Tyson Schroeder and seconded by Ryan Crandall. Motion carried unanimously.
vi. Motion to approve Best Efforts agreement proposed by Round Table Early Stage Funding made by Ryan Crandall and seconded by Josh Fletcher. Motion carried unanimously.

VII. Board Member Applications

A. Information Items:

i. Discussion regarding submitted board member applications – No applications submitted
ii. Discussion regarding change of board members and/or committee members – No changes needed

B. Action Items:

i. Appointment and approval of new board member(s) as needed – No action taken
ii. Action to add board members to committees as needed – No action taken

VIII. Building

A. Information Items:

i. Discussion regarding lease signing – No lease to be signed
ii. Discussion regarding RFP for portables
   - Tyson has requested deadline for RFP for June and August - waiting on response

B. ***Action Items***:

i. Action based on discussion of lease agreement – No action taken
ii. Action based on discussion of RFP for portables – No action taken

IX. Executive Session not entered

A. Motion to enter Executive Session

X. Exit Executive Session

A. Executive session not entered

XI. Board Decisions

A. **Information Items:**

i. Discussion regarding any new amendments to Board Policy Manual – no changes at this time
ii. Discussion regarding change of lottery to earlier date
   - Consideration of moving lottery date to early February

Josh Fletcher rejoined the meeting at 9:19pm.
Tyson Schroeder exited the meeting at 9:22pm.

B. Action Items:

i. Approve/Deny amendments Board Policy Manual – No action taken
ii. Motion to move the lottery date to February 18, 2020 made by Ryan Crandall and seconded by Amy Thompson. Motion carried by unanimous vote.

XII. Future Agenda Items

A. Budget & Finance

i. Storhaug Engineering Info & Action
ii. Discussion regarding Project Manager for Construction Info & Action

XIII. Adjournment 9:47pm

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