

**El Colegio  
Board Minutes  
January 17, 2013**

Board member roster and attendance (term expiration)

X	Norma Garces (ex officio)	X	Dan Ittner (2014)	X	George Sand (2015)
X	Ana Vasquez (2012)	X	Jennifer Godinez (2014)	X	Anne Zukoski (2015)
X	Rodolfo Gutierrez-Montes (2013)	X	Nareida Flores (2014)	X	Krysti Snyder (2015)
X	Alli Shurilla (2013)				

Others present: Jim Eichten

Meeting called to order: 4:39 pm

**Next Board Meeting: Thursday February 21st 4:30-6:00**

Topic	Discussion/Actions	Next Steps (If Any)
<p><b><i>Audit and Financial Review (Jim Eichten)</i></b></p>	<ul style="list-style-type: none"> <li>- Audit required annually</li> <li>- Financial statements               <ul style="list-style-type: none"> <li>o Required document with specific topics</li> <li>o Audit needs to be independent certified public accountant</li> </ul> </li> <li>- Management report               <ul style="list-style-type: none"> <li>o Summary</li> <li>o Opinions and findings                   <ul style="list-style-type: none"> <li>▪ Unqualified opinion- good</li> <li>▪ Internal controls in good order</li> <li>▪ Government Audit Standards- no findings to report</li> <li>▪ Compliance with MN statutes- guide by Office of State Auditor- 1 finding: common for charter schools- school required make payments within 35 days of receipt- 3 didn't meet requirement                       <ul style="list-style-type: none"> <li>• Norma attributes to lack of office manager</li> <li>• No impact</li> </ul> </li> </ul> </li> </ul> </li> <li>- Due by Dec. 31<sup>st</sup>- management approval; board must accept (no Dec. 31 deadline)</li> <li>- Audit went well- No disagreements, adjustments, outside consultants</li> <li>- State funding (p. 5)</li> </ul>	

Topic	Discussion/Actions	Next Steps (If Any)
	<ul style="list-style-type: none"> <li>○ Low increases</li> </ul> <p><b>How are we doing financially? (starting p. 6)</b></p> <ul style="list-style-type: none"> <li>- Student population has gone down dramatically in last 5 years</li> <li>- General fund- decreased \$145,000- significant (p. 7) <ul style="list-style-type: none"> <li>○ Budget projected break even</li> <li>○ Due to student population decrease</li> <li>○ Cash and investments balance lower <ul style="list-style-type: none"> <li>▪ Holdback increased</li> </ul> </li> <li>○ School's policy- must be 20%, right now 17.3%</li> </ul> </li> <li>- Revenue and expenditure (p. 8) <ul style="list-style-type: none"> <li>○ Rev decreased- student decrease</li> </ul> </li> <li>- Other funds (p. 9) <ul style="list-style-type: none"> <li>○ ECCS Building Company</li> </ul> </li> <li>- Food service and community service <ul style="list-style-type: none"> <li>○ \$0- school transfers \$</li> </ul> </li> </ul> <p><b>ECCS</b></p> <ul style="list-style-type: none"> <li>- EC not accountable if something happens to ECCS</li> <li>- p. 35 of Financial Statement: long-term debt to ECCS</li> <li>- EC has a good relationship w/ ECCS from auditor standpoint</li> </ul> <ul style="list-style-type: none"> <li>- Ana moves to accept Audit report <ul style="list-style-type: none"> <li>○ Rodolfo seconds</li> <li>○ No discussion</li> <li>○ All approve</li> <li>○ Motion carries</li> </ul> </li> </ul>	<p>Discussion to change status of 501(c)3 from school only to include other aspects of EC (after school...)</p>
<p><b>Board Development</b></p>	<p><b>Annual Meeting</b></p> <ul style="list-style-type: none"> <li>- All candidates received enough votes</li> <li>- Some confusion about ballots</li> </ul>	<p>-</p>

Topic	Discussion/Actions	Next Steps (If Any)
	<ul style="list-style-type: none"> <li>- Rodolfo motions to recognize votes from community               <ul style="list-style-type: none"> <li>o Alli seconds</li> <li>o All approve</li> <li>o Motion passes</li> </ul> </li> <li>- George motions to recognize Jennifer as Board Chair               <ul style="list-style-type: none"> <li>o Dan seconds</li> <li>o All approve</li> <li>o Motion passes</li> </ul> </li> <li>- Officers               <ul style="list-style-type: none"> <li>o Chair, Secretary, Treasurer</li> <li>o Jennifer recommends adding Vice Chair position</li> <li>o In the past secretary had function to fill in if Chair is unavailable</li> </ul> </li> <li>- Dan motions to nominate George as Treasurer for 2013-2014               <ul style="list-style-type: none"> <li>o Anne seconds</li> <li>o All approve</li> <li>o Motion passes</li> </ul> </li> <li>- Anne motions that Alli remains as Secretary for 2013-2014               <ul style="list-style-type: none"> <li>o Anne seconds</li> <li>o All approve</li> <li>o Motion passes</li> </ul> </li> <li>- Dan motions to add Vice Chair position reflected in a Bylaw change               <ul style="list-style-type: none"> <li>o George seconds</li> <li>o All approve</li> <li>o Motion passes</li> </ul> </li> <li>- Ana volunteers to serve as Vice Chair for 2013-2014               <ul style="list-style-type: none"> <li>o George seconds</li> <li>o All approve</li> <li>o Motion passes</li> </ul> </li> <li>- Committees               <ul style="list-style-type: none"> <li>o</li> </ul> </li> <li>-</li> </ul>	
<b><i>Director's Report</i></b>	<b>EC Selected for new Educational program: VPSC Postsecondary Options Initiative</b>	Norma will have memo on

Topic	Discussion/Actions	Next Steps (If Any)
	<ul style="list-style-type: none"> <li>- Includes tech assistance to include program</li> <li>- Training from community colleges for teachers</li> <li>- HS students get college credit               <ul style="list-style-type: none"> <li>o Can graduate with associates degree</li> </ul> </li> <li>- Specifically for students of color, low income, ELL</li> <li>- May include summer program- more capacity</li> <li>- Consultant to create program               <ul style="list-style-type: none"> <li>o Use data and best practices</li> </ul> </li> <li>- Won't change school program, focus</li> <li>- Hennepin Tech. or MCTC</li> <li>- Draw for recruitment</li> </ul> <p><b>New After School Program: Mixed martial arts</b></p> <ul style="list-style-type: none"> <li>- Training- don't do the fighting</li> <li>- Co-ed</li> <li>- Liability?</li> <li>- Spillover into school?</li> </ul>	<p>impact on EC institution for board y next Friday (1/25)</p> <ul style="list-style-type: none"> <li>- Financial impact</li> <li>- Impact on current staff</li> <li>- Commitment</li> <li>- Capacity</li> </ul>
<b><i>Adjournment</i></b>	<ul style="list-style-type: none"> <li>- Dan motions to adjourn the meeting at 6:26 pm               <ul style="list-style-type: none"> <li>o Alli seconds</li> <li>o All approve</li> <li>o Motion passes</li> </ul> </li> </ul>	

**NEXT MEETING: Feb. 21<sup>st</sup>, 2013 4:30pm**