

El Colegio Board Minutes

9.17.13

Present: George Sands, Norma Garces, Jennifer Godinez, Ana Vasquez, Ann Zukowski, Kris Blackburn, Dan Itner, Kristy Snyder, Rudy Aguilar

Started: 4:45 p.m.

Topic	Discussion	Votes
Approval of August minutes		<ul style="list-style-type: none"> - Dan Motions - Ann Seconds - Motion is carried
<p>Financial Update</p> <p>Purpose: Discuss financials from summer 2013</p>	<p>ADM is 78, the school budgeted for and ADM of 85.</p> <p>Expenditures were over \$100,000 loss last year, pre-audited. Biggest costs were utilities, repairs, food, and bills.</p> <p>Norma and Kris are working on setting up online banking.</p> <p>Audit is scheduled for October 18.</p> <p>Recruitment continues in order to obtain the 85 students. Ms. Norma and Ms. Alejandra have blocked out time to canvass the local neighborhoods for potential students.</p> <p>Finance committee decides when to tap into credit line. Potentially begin using credit line January or February.</p> <p>Ms. Norma & Rudy will locate Fund balance Policy.</p> <p>Finance Committee Meetings, Tuesdays @ 4:30; one week prior to board meetings.</p> <p>Oct. 10, Nov. 12, Dec. 10, Jan. 14, Feb. 14, Mar. 11, Apr. 8, May 13, Jun. 10.</p> <p>Finance committee will take responsibility of the ECCS Building Company Board for the next 6 months.</p> <p>George and Jennifer will join the ECCS board.</p>	<p>--Approval of Finance report</p> <p>Kristy Motions</p> <p>Dan seconds</p>

<p>Professional Development</p>	<p>2 most pressing issues: 1) Management & Development, 2) Communication Norma will hold office hours on Tuesday for staff and walk-ins. Norma should lead the monthly all staff meetings. E.D. report will be circulated to all staff. Norma's roles must be specified and narrowed in order for her to continue marketing El Colegio. Norma needs supports in the business aspects of her E.D. duties.</p>	<p>--</p>
<p>Strategic Planning Update</p> <p>Purpose: To let the board know where we are in the strategic planning process</p>	<p>Board Retreat is scheduled for Oct. 5. Pre-Planning meeting regarding Board retreat with Jennifer & Colleen on Friday Sept. 20 @ 9am at Maria's Café, all are welcome.</p>	<p>--</p>
<p>Board Recruitment, Training, Committees and Calendar</p> <p>Purpose: To propose board work for the year</p>	<p>Jennifer will reach out to National Society of Hispanic MBAs members and Latino law groups to recruit potential board members. Amanda from La Raza Fund wants to attend a board meeting, possibly December Board meeting followed with annual dinner.</p>	
<p>E.D. report- Opening of School update</p> <p>Purpose: To let board know about school activities, updates, staff news</p>	<p>E.D. report was circulated to all. Board should read on their own time.</p>	

Meeting Adjourned at 6:25pm

FUTURE MEETING DATES: October 15, November 19

