

**Board of Trustees Meeting**  
**Boulder Preparatory Charter High School**

February 22, 2017

6:02 pm – pm

**1. Call Meeting to Order, Roll Call and Boulder Prep Mission**

- A. Peter called the meeting to order at 6:08 pm
- B. Roll Call
  - i. Board Members Present: Lili Adeli, Donelda Mason, Peter Vigil, Manijeh Taherynia, Stephani Carlile, Lauren Burdekin, Rollie Schendel
  - ii. Board Members Absent: Macauley McGinnis
  - iii. Others Present: None
- C. Anecdote: Lili shared an anecdote about student teaching Algebra.

**2. Board Procedures**

- A. The Board follows Robert's Rules.

**3. Chair's Report**

- A. Peter has nothing to report.

**4. Headmaster's Report**

- A. Lili sent out a report. She adds info about the Screenagers Movie.

**5. Public Hearing and Public Participation**

- A. No Public Participation.

**6. Board Communication**

- A. Lauren agree to Treasurer.

**7. Information**

- A. Finance Committee Report – Lili reviews the financial. Things are moving along on track and the narrative highlights notable items. We haven't received our at-risk funding yet, but we did receive our mid-year reimbursement for Special Education.

The afterschool grants and the counselor corp grants are also being spent down to wrap those up this year. Our new Restorative Practices grant is showing up now. So far, we have only spent money on salaries. They awarded us an additional amount earmarked for professional development which can include a Restorative Practices conference in Oakland this summer. Four of us plan to attend so we can really develop a team that will handle discipline and restorative practices. We feel this is better than having one person get dumped on with all behavioral issues.

We had one alumni claim her scholarship this semester to attend Metro. Since there were so many students taking concurrent enrollment classes, our tuition bill was pretty high. We decided to use some of the scholarship money from the 501c3 to pay for last semesters bill.

Our investment account has broken the \$30,000 mark and continues to grow. Our stock selections are performing well, and the committee has really smoothed out our system. Lili updates that we had a chance to talk with the folks at the CU Foundation that manages their endowment. They have a firm that manages all of their investments. They are managed pretty conservatively with about 5% gains per year that are pulled off for operations. The person we talked to was pretty confident that they do not pay taxes. We will ask Macauley to confirm with her dad who is a tax attorney and Andre who has a contact that is a tax-law professor at DU.

The final item is that our new Mill Levvy will have it's own budget and tracking sheet. We can charge IT services, tech equipment, janitorial, and any other building things to this account.

## **8. Study Items**

- A. Foundation Search – The Board members participate in a sales presentation for a fundraising tool. The tool will provide access to a strong prospect list for potential grants. They also offer a pretty comprehensive online training program for grant/proposal writing. Private consulting and support is included in the membership. They have a six month money-back guarantee as long as you submit a certain number of applications. After the presentation, the group discusses this service and whether it would be worth the investment. Lili indicates that she has talked with staff about committing a morning a week to working on fundraising. They were supportive, so Lili will be working from home on Thursday mornings to bring development back to the front burner. Rollie asks what the sacrifice would be of Lili not being in the building during this time and allocating these 3-4 hours to fundraising. Lili indicates that it would impact the other staff more in that they would have to put out fires and manage issues for those few hours, so it could actually be good to help them build capacity. The cost is \$4000 for a one-year membership with larger discounts if we sign up for the two or three year package. The 3 year plan is \$7000 making the annual cost just a bit over \$2000. If the information in the presentation is reliable and the estimates for potential grant revenue are realized, then it would definitely be worth it. The tough part of this decision is that it is really speculative at this point. The group feels confident about Lili's skills and that paired with this resource has a lot of potential, at the very least bringing in what we spent on the service. Lili will follow up with them on some questions about charter school eligibility and funding rates when we have a healthy surplus. We can put this on the agenda as a voting item for next month.
  
- B. Wine Taster – Flyers are available. Lili has some printed and will e-mail them out to people. In looking at other fundraisers, most try to get money in three different ways. The first is through basic ticket prices, the second through an auction and the third through some type of game or activity of some sort. One thing we were considering is a "Clue" theme since the venue aligns with the old game having a parlour, dining room, kitchen, etc... We'll continue to think about options. Donelda reminded about needing to come up with a better solution for the glasses. Lili suggests that we schedule an event planning meeting in the next few weeks to make some final decisions. Peter reminds about having a loaner van outside to help with a visual for donations. In our spreadsheet, we'll add a to-do list and assign tasks to folks.

## **9. Action Items**

- A. 16/17 Full Budget – Lili motions to approve the following appropriation.
  - a. Fund 11 – \$1,314,090
  - b. Fund 63 Mill – \$35,060
  - c. 21<sup>st</sup> Century – \$95,908

- d. Counselor Corp – \$76,651
- e. Restorative Grant – \$40,838
- f. 501c3 – \$87,685

Peter seconds. All are in favor.

- B. Minutes from 1/18/2017 – Peter motions to approve the minutes from 1/18/17. Donelda seconds. No discussion. Peter abstains because he didn't have a chance to review the, Stephani and Lauren abstain because they were absent. Lili, Donelda, Rollie and Manijeh vote in favor, so the motion to approve the minutes passes.

#### **10. Adjournment**

- A. Peter adjourns the meeting at 8:02pm.