**Board of Trustees Meeting**

**Boulder Preparatory Charter High School**

August 26, 2015

6:15 pm – 8:08 pm

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

a. Peter called the meeting to order at 6:15 pm.

b. Roll Call

i. Board Members Present: Lili Adeli, Donelda Mason, Gabe Dillon, Vicki Nilles, Peter Vigil, Alex Dennis

ii. Board Members Absent: Amber Garcia, Manijeh Taherynia

iii. Others Present: None

c. Anecdote – Lili shared 2 videos, one of the West African drumming class from this summer (new class – final performance) and one about their 4-day Meteorology Intensive – weather balloon launch featured on channel 7 news, great PR for the school.

**2. Board Procedures**

The Board follows Robert’s Rules.

**3. Chair’s Report**

None

**4. Headmaster’s Report**

* Was sent out via email.
* New fundraiser idea – home cook class with trained chef at BP. People usually pay $100-200 per 3-hour class. “Cooking with Essential Oils” tapas style. Aiming for 8-10 people at $99. Chef will do it free of charge but essential oils will be for sale and Lili and Chef get commissions (at most $20 off of a sale). Would it be a conflict of interest since it’s at school? No one has a problem and everyone likes the idea. Sunday, Oct. 25th is penciled in date. Avery might match beers with tapas as a sponsorship program.
* New chef extern – she’ll come on the weekends to prep for the week for free – at least 800 hours from her

**5. Public Hearing and Public Participation**

One student is here (Sean) who is very interested in our financial trust program, he will listen in to financial updates.

**6. Board Communication**

* Gabe is moving to Montana with his family beginning of October. Will still be involved with Fun Run and will come to Sep. board meeting to get follow-up.
* Executive Session regarding information only personnel matters – adjourn to another area, off the record but recorded and will go in archives. No Board action necessary on items that were discussed.

**7. Information**

a. Finance Committee Report

Positive end even though there were lots of bumps along the road this year.

Spent down grants as best as we could, some will carry over and some will not. After school grant was reduced but we were always underspent so it shouldn’t affect programing. Also teacher has a lower salary since she has a bachelor’s degree and former had masters.

501c3 did well compared to years past. Brought in $88,000 this year.

Investment team update (Neil, Sean, and Andre): the stops that were put in to protect account forced them to sell due to stock market dip this week. Xcel pulled in June, White Wave did really well (identified and studied as a class early on, local company). Currently down $2000 due to stops. Didn’t plan for super high volatility. Talked about having a monthly meeting to review stops. Form a committee? Follow up meeting with group working on investment account. Right now we have no money in the market. Want to create a system to prevent it from happening again (maybe a more manual system at times?) and to suggest new buys. Want to have a meeting before Labor Day.

Lili: Final numbers are not in but so far count is up – about 105 kids easily (10 more than we were budgeting for) would net us about $70,000 more than budgeted. Spending some of that on adjuncts for new classes. Doing their best to hang onto kids. Might need offsite areas for classes to alleviate overflow of students. A temp has been hired for 8 hours a week to help with admin for upcoming audit and new school year (Debbie, who used to take minutes). To put on the radar – dishwasher is acting up. Repair man has come out a few times, ordered a new part hopefully it will help but might not. Asked district for increase on bond allocation but haven’t heard back yet. Will wait a month and then start putting on board pressure.

**8. Study Items**

a. Fun Run Update

* Gabe reached out to 168 out of 280 graduates and heard back from about 75% who at least recognized messaged. Sent out a facebook message to ask for participation with run and/or to be a part of the alumni volunteer board. Having an info meeting on Saturday Aug. 29th 10 a.m. at the school. Students from 2005-2015 are coming and are excited to help. Potential incentive to get alumni involved – scholarship for $500 if they volunteer 25 hours of time (for run, sponsorship, mentoring, admin etc). Would call this BOPRAVA – Boulder Prep Alumni Volunteer Association. Details to be worked out later.
* Ask for the board: register and also sponsor a student ($20 for student ticket). Sign up for volunteer activity as a backup if the alumni can’t cover it all. Board can serve as set-up crew morning of @ 7 am (run starts at 9:30). Prep on a day before the race.
* Crepes and crepes will donate food. Waiting for final confirmation but owner sounds like he’s on board. Still working on t-shirt design, peace day tribute and volunteer sign-ups for day of.

b. Sponsorship Updates

* Andre has coupons/is talking to Avery, Todd’s Coffee, Snarf’s, Café Blue. Hitting local businesses in the neighborhood.
* Board should try to reach out to any active-related businesses over the next few weeks.
* Reach out to last year’s sponsors for repeat donations
* Focus is on collaboration and persistence

**9. Action Items**

Peter motions to add Election of Current Officers to action items. Lili seconds. All in favor, no opposed/abstained. Approved.

Lili motions for Peter to remain as Board Chair, Donelda to remain as Board Treasurer, Manijeh as Board Secretary, and nominates Vicki as Board Vice Chair.

No discussion, all in favor, no opposed/abstained. Approved. Congratulations officers!

Peter motions to approve minutes from 7.15.15. Lili 2nds. All in favor, no opposed/abstained. Approved.

**10. Adjournment**

Peter adjourned the meeting at 8:08.