

Great Oaks Academy Board Meeting

January 21, 2019

828 West County Road 42, Burnsville MN

7:00 pm

MINUTES

- I. **Call to Order**
- II. **Roll Call** – Paul McGlynn, Rich Penix, Zac Holm (arrived at 7:37), Jason Hackenmueller, Heath Wetzler, Wendy Swanson-Choi, Nick Taintor
- III. **Acceptance of Agenda**
- IV. **Approval of Consent Agenda**
 - December Board Meeting Minutes Approval
 - Heath makes motion to approve
 - Jason seconds approval for consent agenda
- V. **Old Business**
 - Presentation by Nick Taintor for Bergan KDV
 - Company is devoted to nonprofits and charter schools in particular.
 - Sees their expertise helping us get started on the right foot knowing they are devoted to this niche and bring a lot of experience to our situation.
 - Nick says he works with our auditors to make sure that goes smoothly.
 - Nick states he proposes a 3-year contract, but our contract would be reviewed annually as the price will adjust due to factors such as enrollment, budget, etc. Contract provides a 90-day out clause.
 - Paul asked Nick if on-site visits and unlimited phones were included in our contract. Nick said yes; especially on the front end as the school is getting off the ground.
 - Paul asked if there are services we don't need at this phase in our development and if Nick would advise accordingly. Nick agreed, assuring that our success is tied to their success, so they want us to be fiscally wise.
 - Nick asked if we've already applied for our 501(c)3. Brieana said no.
 - Brieana said she has 2 other quotes, but clearly prefers Nick. We will need to act ASAP in order to get the ball rolling.
 - **MOTION:** Brieana makes motion to approve the proposal for financial management services through BerganKDV pending review of electronic documents sent to board for procurement. Zac makes motion to give authority to executive director. Jason seconds.
 - Vote on website provider
 - Questions:
 - a) Wendy mentions the need to evaluate his work to know if it meets 508 accessibility (visual/hearing impaired)
 - b) Can it be easily edited by our school employees?

- c) Can it be translated easily with the click of a button?
- d) Paul prefers to keep it simple, have a place for a messaging board to parents/staff.

- **MOTION:** Briana moves to approve Grace at Work's proposal pending satisfactory answers regarding editability, accessibility (508, language, etc.), and mobile access. Heath seconds.
- Vote on leasing agent
 - Briana presents KW Commercial proposal
 - Board decides to table this discussion until further information is gained.

VI. New Business

- Vote to Approve Paul McGlynn as Director
- **MOTION:** Having completed the fair and open hiring process, Heath makes motion to approve Paul McGlynn as Executive Director of Great Oaks Academy pending an official offer on March 1, 2019 and a start date on April 1, 2019. Jason seconds. Motion carried by voice vote.

VII. Discussion

- Briana's board seat
 - Wendy informs board that it is allowable to have board members who reside out of state, so long as they can be seen and heard in board meetings (e.g. Skype, Facetime, etc.)
 - Heath mentions reasons he believes it would be in the school's best interest for Briana to remain as a board member.
 - Rich provides additional comments supporting the notion that Briana remain on board, if she is willing.
 - Briana agrees to remain on board.
- Line of Credit / Banking
 - Briana has several options she has looked into.
 - Wendy answers questions regarding how invoicing works for various services.
- Miscellaneous
 - Paul says he is looking for a "space" where he can meet future staff and vendors. Ideally, in a small portion of the eventual space GOA will occupy.
 - Wendy asks who is coming to the CSP Meeting on Sat, Jan 26. Paul states he is coming.
 - Hiring – Wendy talks about Basecamp and our checklist we'll need to complete.
 - Rich asks who is going to attend interest meetings that are coming up. Board will email to decide who is leading and who is attending.

VIII. Open Public Comments

IX. Adjournment

- Briana moves to adjourn at 8:41 PM. Rich seconds.

Next meeting: February 18, 2019