



Meeting of the Board of Directors

Minutes – September 8, 2009

Present: Michael Doolittle, Claudia Merson, John Jessen, Joel Tolman, Ben Gardner, Wendy Battles, Kim Futrell proxy, Arthur Latimer proxy, Frank Mitchell, Enroue Halfkenny, Jonathan Knisely, Betsy Sneath, Liz Cox, Jen Burke, Rebecca Holcombe, Susannah Stevens

Minutes: Chair welcomed the members and guests back to the meeting routine. There were brief introductions for new members John Jessen (and Enroue Halfkenny). Ben moved to accept the minutes and Claudia's was the second voice in support. The motion passed and board approved the minutes.

Policy Review: Liz briefly described some highlights from the summer especially the successful test results. Common Ground is scheduled for charter renewal this fall and document preparation is beginning. For the renewal effort several policies need to be updated and added to the handbook. Most are summarized though a few including the title 9 policies have been held for a review with the policy review with Liz, Betsy, Miriam, and Amy.

Policies:

Non-discrimination, Parent involvement, Security check, Psychotropic drug (Drug use and staff recommendation; only authorized personnel can recommend an Evaluation), Promotion (No social promotion), Student conduct (everyone is responsible, ED will distribute the policy, discipline code published), Sexual harassment, Student Grievance Title 9 (deferred), Separation of Church/State, Migrant students, Internet use & filtering, Student Wellness committee, SPED requirements, Title I parent involvement.

Michael moved to accept all except title 9 and encouraged staff conversation about Common Ground revisions to the wellness policy. Wendy was the second and the motion passed.

Administrative:

Betsy presented, board reviewed and took appropriate action on:

Free and reduced meal policy with Anna as determining official and Betsy as hearing official. CG food program is compliant. Ben moved to approve recognition of child nutrition guidelines. Joel was the second. The board voted to approve with one abstention.

Board resolution to upgrade TD Bank North account to a non-profit account. Liz, Frank, Betsy will be listed on the signature card for now.

Ben moved to approve switching the account at TD Bank North to a non-profit account. Claudia was the second and the motion passed.

The board discussed a proposal to increase the sole signature limit from \$10,000 to \$25,000. The proposal required further consideration; meanwhile we'll find ways to work with the current limit. Board designated Arthur as a contact to review the completed 990.

Budget

Budget review showed the summer's activity especially the \$100,000 work investment grant for common ground students to work with neighboring organizations

Revised budgets post windfall also include

CG interdistrict grant for schools out after school 6,7,8th

Title 1 Funds

Claudia made a motion to accept the budget presentation and Wendy was the second. The board approved the budget presentation.

Board discussed the CDBG grants which required a board resolution for the Kids Unplugged elementary school program (\$9,846) and the harvest pavilion (\$10,000). Betsy needed authorization and officer signature to administer the grants.

Betsy presented the Procurement policy document and reminded that members needed to sign conflict of interest document. Joel reminded everyone that Feast from the Fields is approaching, and asked about assignments.

Individual Giving Introduction

Susannah and Joel presented a preview of our independent giving program. Big ideas included how do we get started; can we reach the goal of \$40,000-50,000; how do we identify donors and get backup info; we'd create datasheet on donors. How do we begin this process that involves campaign material, prospecting, and the ask? Response was thoughtful and interested. The goal seems manageable and the conversation and training will continue at future meetings.

Program

Rebecca reviewed the summer and the collected program numbers. CG had 6000 in programs with the greatest increase in summer camp: 331 campers in 2009 versus the 240 campers from 2008. The February and April vacations moved from 182 to 308 participants. The school field trips 3000, after school 100, and weekend programs 1800. The program catalog is to come but everything is up on website.

The board saluted the staff for all the great work in both programs.

The meeting concluded with a round of introductions for Enroue and John. The meeting adjourned at 7:13.