



*TO DEVELOP EXEMPLARY CITIZENS EQUIPPED WITH ANALYTICAL THINKING SKILLS, VIRTUOUS CHARACTER, AND A PASSION FOR LEARNING, BUILT UPON A SOLID FOUNDATION OF KNOWLEDGE.*

## **Board of Directors December Meeting**

November 30, 2017 6:00 PM

Teleconference

To join from your Chrome or Firefox browser: click on this link <https://apext-etspbx-com.3cx.net/join/OsFEwieluPsIHuqCzKRh93vN>  
To join from your Android device: Download the Android app <https://play.google.com/store/apps/details?id=org.tex.webmeeting> and click here <https://apext-etspbx-com.3cx.net/join/OsFEwieluPsIHuqCzKRh93vN>  
To join from your iOS device: Download the iOS app <https://itunes.apple.com/app/3cx-webmeeting/id1039756959> and click here <https://apext-etspbx-com.3cx.net/join/OsFEwieluPsIHuqCzKRh93vN>

Present: C. Gurnee, P. Munson, T. Ross, S. Goers, M. Arthur, L. Hinckley, A. Stringer,  
S. Nowlin

Guest: Rich Eccles (Charter Solutions), Mark Skousen (Highmark)

- Call to Order /Invocation – Meeting was called to order at 6:06pm.
- Pledge of Allegiance
- Roll Call
- Approve Agenda – B. Donnelson motioned to approve the agenda with Dr. Goer’s addition, T. Ross seconded the motion, motion passed. No objections were received.
- Approve October and November Minutes – T. Ross motioned to approve the October and November minutes, A. Stringer seconded the motion, motion passed. No objections were received.
- Honors and Recognition
  - CHM Grant Awarded to CCA – Awarded \$11,000
- Board President Report – Chris Gurnee
  - Monthly Meeting with Rabecca Cisneros and Dr. Goers – Mrs. Cisneros indicated that CCA is well ahead of schedule and will be attending the January 4<sup>th</sup> Board of Directors meeting.
    - BOD Planned Attendance – Emphasis to plan on attending the BOD meeting with Rebecca Cisneros
- Board Vice President – Aaron Stringer – Nothing new to report.
- Financial Report – Patrick Munson & Rich Eccles
  - Budget and Financials
  - Account reviews and balances
- Grant Director Report – Brittini Donnelson
  - Update on Grant Writer Elizabeth Granzow
    - B. Donnelson will coordinate with S. Nowlin to discuss STEM grants with Elizabeth Granzow.
  - Update on STEM Action Center Grant
- Marketing Update – Tammi Ross, Susan Goers, & Scotty Nowlin



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- Network for Good – Renewal date is coming up, and T. Ross is recommended that CCA does not renew the contract with Network for Good. CCA should qualify to receive \$2,988 investment that was made.
  - T. Ross motions to not renew the contract with Network for Good, S. Nowlin seconds the motion, motion passed. No objections were received.
- Giving Tuesday - \$100 was given to CCA and was matched, so CCA received a total of \$200.
- Capital Campaign – S. Nowlin will be finalizing the corporate flier and begin visiting the first few businesses in the next week. S. Nowlin will communicate with the board throughout the progress.
- Director’s Report – Susan Goers
  - Blip Boards – Nov 9 – Nov 29: 5,754 blips (8-15 seconds) were displayed for a total of \$267. Seven students that have enrolled indicated that they saw the blip board.
  - Postcards – Two students are going door to door and sharing information regarding CCA. Four students enrolled have indicated this is the method that they heard about CCA. 1,500 will be disbursing the same postcards to local churches.
  - Events – S. Goers has been attending several marketing events with various board members getting the word out about CCA.
  - Enrollment – 58 scholars enrolled
  - Facebook/Social Media – S. Goers asked board members to share all social media videos or postings done by CCA. 15 enrolled students indicated that Facebook was how they heard about CCA.
    - B. Donnelson motioned to continue the current marketing events and re-evaluate at each board meeting, T. Ross seconded the motion, motion passed. No objections were received.
  - Staffing – S. Goers has created the Career link on the CCA website. S. Goers is already receiving applications for educators.
- Old Business
- New Business
  - Meals Related to Business Policy – T. Ross is going to revise the policy and present it to the board at the next meeting.
  - Building Committee
    - Update on Building Process – C. Gurnee provided information on the recent UDot meetings that have taken place.
      - C. Gurnee also updated the board on city council meetings that have taken place, specifically rezoning.



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- Rabeca Cisneros Overview – C. Gurnee indicated that he spoke with R. Cisneros regarding the breaking ground of CCA and being delayed. Indicated that she was comfortable with the delay, and that she does not anticipate an issue with an extension.
  - C. Gurnee will contact R. Cisneros to get something in writing regarding the extension into January is approved.
- Highmark Financial Status – M. Skousen presented information regarding the new updated letter of intent. C. Gurnee will also be attending the Pleasant View meeting with UDot with M. Skousen.
- GRAMA Request & Appeal – Attorney Erin Preston – Attorney Preston presented information on a GRAMA request that has been submitted by H-Wire, and discussed the board’s options.
  - P. Munson motions to move to approve the denial of H-Wire’s GRAMA request, B. Donnelson seconds the motion, motion passed. No objections were received. Discussion: Attorney Preston indicated that CCA is not an entity that has 30 days to respond, but 10 days to respond. Attorney Preston will handle the letter to be drafted and present it to CCA Friday, December 1, 2017.
- Public Comment
  - Correspondence
  - Public Comment
- Next Board meeting will be on Thursday, January 4<sup>th</sup> but potentially the 11<sup>th</sup> at Adams & Petersen.
- T. Ross motioned to adjourn at 7:50pm, A. Stringer seconded the motion, motion passed. No objections were received.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Brittini Donnelson at (801) 389-7138.

Under provision 52-4-102 The Board of Directors of Capstone Classical Academy welcomes public comment. Persons requesting to speak to the board need to sign in on the attendance sheet along with the topic of interest. Resolution of questions or responses to proposals should not be expected at this meeting; staff or others may be asked to research and/or prepare materials and solutions for a later time. Fifteen minutes total have been scheduled for persons requesting to speak. Three minutes will be allotted for individual requests and five minutes will be allotted for group requests. If we receive more requests than the allotted time permits, those requests may be scheduled for the next board meeting. Your concerns may be submitted in writing to the director's office for



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distribution to the board of directors at any time. We thank you in advance for taking the time to visit the Board this evening.