



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 February Meeting

February 1, 2018 6:00 PM

Hughes Cafe

360 East 2600 North

North Ogden, UT 84414

Present: Chris Gurnee, Sue Goers, Patrick Munson, Aaron Stringer, Scott Nowlin, Brittini Donnelson, Tammi Ross, Lynn Hinckley, Michael Arthur

Guests: Rich Eccles, Mr. and Mrs. Abraham, Mylissa Horrocks, Linda Reed (Telephone)

- Call to Order /Invocation
- Pledge of Allegiance
- Roll Call
- Approve Agenda – B. Donnelson motioned to accept agenda as presented, P. Munson seconded the motion, motion passed. No objections, discussion or comments were received.
- Approve January 11, 2018 Minutes – S, Nowlin motioned to accept minutes as presented, T. Ross seconded the motion, motion passed. No objections, discussion or comments were received.
- Approve 2018 School Calendar – School calendar is still be edited, P, Munson motioned to table the approval of the school calendar until completed, B. Donnelson seconded the motion, motion passed. No objections, discussion or comments were received.
- Honors and Recognition
 - Christopher Gurnee Foresters Equity 2017 Top Producer
- Board President Report – Chris Gurnee
 - Revised Charter Agreement Exhibit A – Board members reviewed Exhibit A and discussed that no changes would be made to the Charter Agreement. S. Goers will communicate this to Rabecca Cisneros.
 - Lease Agreement – Has been completed, and a huge thank you to C. Gurnee who went above and beyond to ensure CCA closed on the property on time. C. Gurnee will disseminate the lease agreement to Board Members upon receiving a final copy from Mark Skousen.
- Board Vice President – Aaron Stringer
 - CCA Insurance – The Board discussed potentially moving on from Risk Management as the rates are set to increase. A. Stringer will research options for CCA and report back to the Board.



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- Financial Report – Patrick Munson
 - Budget and Financials – There is no new additional information to present, however there was brief discussion on how to amend the budget. P. Munson, S. Goers and R. Eccles will meet to discuss the potential changes.
 - Account reviews and balances – R. Eccles reviewed with the Board the repayment of loans outstanding.
- Board Secretary Report – Brittini Donnelson
 - Amending the bylaws – The board discussed potentially amending the bylaws to include the following:
 - One lifetime board member
 - Should future board members chose to alter the vision, mission, or curriculum from its original state, there must be a unanimous vote to do so and the name of the school must change. T. Ross motioned to table a vote until board members have additional time to consider the amendment, A. Stringer seconded the motion, motion passed. There were no additional comments or discussion.
 - Discuss Future Board Meetings – B. Donnelson presented to the Board the need for setting the monthly regular board meetings. It was discussed to continue meeting on the first Thursday of the month at 6pm, location to be determined. S. Nowlin motioned that the Board meeting on the first Thursday of every month at 6pm with the location to be determined, P. Munson seconded the motion, motion passed. There were no additional comments or discussion.
- Grant Director Report –Brittini Donnelson
 - Update – B. Donnelson notified the Board that Elizabeth Granzow CCA’s hired grant writer is heavily pursuing both local and national grants on behalf of CCA.
- Board Trustee-Tammi Ross
 - Policy Addition – T. Ross presented the policy regarding meals unrelated to travel. T. Ross motioned to accept this policy, B. Donnelson seconded the motion, motion passed. No objections, discussion, or comments were received.
- Director’s Report – Susan Goers
 - Charter Day on the Hill – Great success as future scholars were present and representing CCA.
 - Toads and Z-space event – S. Goers reported that three scholars applied after the event.
 - Groundbreaking – DONE!!
 - Enrollment Report – S. Goers reported that 108 scholars are currently enrolled.



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- Marketing Report – S. Goers presented the proposal given by the Standard Plus to assist CCA in marketing. The board discussed the many advantages to engaging their services, specifically for such a reasonable fee. P. Munson motioned to allow S. Goers to engage the services of the Standard Plus for \$2,500 a month, S. Nowlin seconded the motion, motion passed. There were no objections, further discussion, or comments.
- Informational Meetings – S. Goers reported she continues to present at parent informational meetings.
- Old Business
- New Business
 - Building Committee – Exhausted but very excited for what is happening! It was announced that Patrick Munson will be CCA’s Building Officer.
- Public Comment
 - Correspondence
 - Public Comment
 - Mr. Abraham congratulated the Board on the groundbreaking of CCA which took place today, and commended them on all their efforts in reaching the current milestone. Mr. Abraham offered his full support and is excited for the Board of CCA.
- Adjournment
 - A. Stringer motioned to adjourn the meeting at 6:22pm, T. Ross seconded the motion, motion passed. No objections, comments, or discussion 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.