



*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 August Meeting**

August 3, 2017 6:00 PM

1689 East 1400 South #100

Clearfield, UT 84015

- Call to Order /Invocation
- Pledge of Allegiance
- Roll Call – C. Gurnee, S. Goers, P. Munson, B. Donnelson, A. Stringer, T. Ross, S. Nowlin
  - Guests: Phill Ross, Gloria Rivera, Suzanne Kemp, Ruth Elder, Marie Griffith
- Approve Agenda – T. Ross motions to approve the agenda, A. Stringer seconds the motion, motion passes. No objections were received.
- Approve July Minutes – P. Munson motions to approve the July minutes, B. Donnelson seconds the motion, motion passes. No objections were received.
- Honors and Recognition
- Board President Report – Chris Gurnee
  - Monthly Meeting SCSB Rabeca Cisneros – S. Goers and C. Gurnee met with Rabeca and were informed CCA is progressing very well.
  - Building Committee Report
    - CHM Grant for CMT Geo-Technical Survey – Geo survey has been ordered and is being completed, there is a 9-10 business day turn around.
    - RFP Process and Update – Progressing very well.
- Board Vice President – Aaron Stringer – Update on Risk Management and continuing the application for insurance, CCA was approved for the 1<sup>st</sup> year!
- Financial Report – Patrick Munson – CCA bank account is currently \$8,940.81. CCA is still waiting on the funds from the state to be received.
- Grant Director Report – Brittini Donnelson – 41 grants have been submitted, 29 have been denied.
- Marketing Update - Tammi Ross – T. Ross met with Suzanne Kemp to discuss next steps in marketing efforts, specifically Network for Good. Peer to Peer Giving has been launched, and S. Goers will be developing a personal story to attached expressing the heart behind CCA.
- Counseling Training – Lynn Hinckley – Training that was attended was productive. Update on potential CCA staff, the second counselor being considered for CCA is no longer available for the position.
- Director's Report – Susan Goers
  - Ice Cream Social – S. Goers is hosting this event in her home to bring together potential families and discuss the infomercial for CCA. This event will take place on August 8 at 3pm.



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- September Music Event (Taste of the Arts) – CCA will be entertaining selected individuals from the community to showcase CCA chamber music and seek contributions.
- SchoolAdmin – S. Goers and G. Rivera have been investigating and communicating with the school enrollment program called SchoolAdmin. They shared a brief presentation of the organization and its abilities to assist CCA with numerous admin communication features. S. Goers and G. Rivera are highly recommending SchoolAdmin be purchased for CCA.
- Infomercial – CCA will be putting together an infomercial and all board members need to be present. This will occur on September 13<sup>th</sup> from 4-8pm at the Capital Building. Dress is a black suit.
- Old Business
- New Business
  - Interview Process for CCA Director, Dr. Susan Goers and vote for job fulfillment
  - Nominate Audit Committee member(s) and take necessary votes
    - B. Donnelson voted to nominate P. Munson as the Audit Committee Chair, T. Ross seconds the motion, motioned passed. No objections were received.
    - A. Stringer voted to nominate B. Donnelson onto the Audit Committee, T. Ross seconds the motion, motioned passed. No objections were received.
    - S. Stringer voted to nominate S. Goers onto the Audit Committee, C. Gurnee seconds the motion, motioned passed. No objections were received.
  - Discuss seeking additional board members to reach the core of seven total members
- Public Comment
  - Correspondence
  - Public Comment
- Adjournment – T. Ross motioned to adjourn the meeting at 7:36pm and move into an Executive Session, A. Stringer seconds the motion, motion passed. No objections were received.
- Call to Order – A. Stringer motioned to re-open the General Meeting at 8:17pm, B. Donnelson seconds the motion, motion passed. No objections were received.
- Swearing in of Scotty Nowlin and pinning ceremony.
- Adjournment – T. Ross motioned to adjourn the meeting at 8:22pm, A. Stringer seconds the motion, motion passed. No objections were received.



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In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Brittni 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 distribution to the board of directors at any time. We thank you in advance for taking the time to visit the Board this evening.