



Meeting Minutes:

Name of Foundation: St. Johns Classical Academy

Board Meeting: October 1, 2018

The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.

Date: October 1, 2018

Start: 4:15pm

End: 5:40pm

Next Meeting: October 1, 2018

Next Time: 4:30pm

Prepared By: Lori Meredith

Meeting Location: St. Johns Classical Academy
114 Canova Road
Fleming Island, FL 32003

Attended by:

Board Members: Diane Hutchings, Amy Miller, Alexandra Compere, Scott Norteman

SJCA Administrator: Melanie Williams

Absent: none

1. CALL TO ORDER, ROLL CALL

Pursuant to public notice, the meeting commenced at 4:15pm with a Call to Order by Diane Hutchings. Quorum was established.

2. CONSENT AGENDA – NO DISCUSSION UNLESS AN ITEM IS PULLED BY A BOARD MEMBER. If these items are not provided to board members 5 days prior to the meeting they will automatically be pulled for review at the meeting.

- a. Family/Scholar Handbook amendment
- b. Enrollment Report

Motion to approve both items were made by Amy Miller and seconded by Scott Norteman. Approved 4 -0

3. PUBLIC COMMENT – PLEASE COMPLETE A COMMENT CARD & SUBMIT FOR THE RECORD: Amy Phillips discussed her position with the Academy.

4. APPROVAL OF MINUTES – Sept. 10, 2018

5. FINANCE COMMITTEE REPORT – see minutes of Finance Committee Meeting

6. BOARD DISCUSSION AND ACTION ITEMS

A. ON-GOING BUSINESS

Approval of Minutes – Sept. 10, 2018

Motion to approve was made by Scott Norteman and seconded by Amy Miller.

Approved 4-0.

B. OLD BUSINESS

1. 2017-2018 Audit from King & Walker. Review

Motion to adopt page 25 of the audit was made by Amy Miller and seconded by Alexandra Compere. Approved 4-0.

C. NEW BUSINESS

1. Opening of Account at Regions Bank and move internal account from VyStar Credit Union.

Motion to approve was made by Alexandra Compere and seconded by Amy Miller. Approved 4-0.

2. Review and Terminate exclusive agreement with Tommy Hilfiger.

Motion to terminate contract was made by Amy Miller and seconded by Scott Norteman. Approved 4-0.

3. A/C Preventative Maintenance Contract with Bill Williams

Held until November 5th Board Meeting

4. Proposal to Purchase Floor Waxing Machine.

Held Until December Board Meeting

5. Schedule Mandatory Sexual Harassment Training for all staff.

Held until November 5th Board Meeting

6. Discussion regarding utilization of Facility Policy.

Held until future date. Alexandra Compere to research and write initial policy draft.

7. Discussion regarding Classroom Volunteer & Community Engagement Program.

Held until future date. Continue to research and develop program details.

7. Directors Comments – none

8. Board Member Comments – none

9. Adjournment Time: 5:40pm

Diane Hutchings

Diane Hutchings, President

Date: 11-5-18