

**Nova Classical Academy  
Board of Directors Meeting Minutes  
Regular Meeting  
April 18, 2011**

**Directors Present: Jason Belter, John Bujan, Tom Corrigan, Sarah Dumont-Brown, Brandon Foat, Kirsten Hornseth, Becky Lund, Wendy Swanson-Choi**

**Directors Absent: Dianne Krizan, Damon Fraser**

**Advisors Present: Brian Bloomfield, Miranda Morton, Kate Tetmeyer (NPTO Representative), Nancy Baumann, Mrs. Beebe**

**Others in Attendance: Nova parents**

**I. Call to Order**

The meeting was called to order at 6:30 PM. Kirsten Hornseth led the meeting.

**II. Approval of Agenda**

Ms. Lund moved to approve the agenda. Ms. Dumont-Brown seconded. The motion passed unanimously.

**III. Board Chair Comments**

These were in the BoD packet and will be discussed at a future meeting.

**IV. Public Comment**

There was no public comment.

**V. Consent Agenda**

- A. Regular Meeting Minutes from February 28, 2011
- B. Special Meeting Minutes for March 21, 2011
- C. Special Meeting Minutes for April 11, 2011
- D. Revised SY2010-11 Calendar
- E. Accept Gift Donations

Mr. Belter moved to approve the consent agenda. Ms. Lund seconded. The motion passed unanimously.

**VI. Treasurer/ Finance Update**

Mr. Bloomfield reviewed the YTD calculations. Mrs. Hornseth discussed changing our check signing procedure to require only 1 signer with email notification to all signers and then one person coming in to sign it. There was discussion.

Mrs. Baumann clarified a few other pieces from the Treasurer's Report.

**VII. Reports received by the Board**

**a. Administration Report**

Mr. Bloomfield asked for any questions regarding the suggested uniform changes. There was discussion. There was also discussion about the Bullying Survey and follow-up actions.

Mr. Bloomfield gave a Facilities report. We expect the Fort Road Federation to give us their approval this evening, which is politically helpful for the acquisition of the Victoria Park land. There is further discussion with Brighton Development to see if they would agree to a lower price for their land, but there is a plan for our building without their land. The next steps are to present the site plan, begin a purchase agreement with the city of Saint Paul, and start several pieces of due diligence. This should be done by the 2<sup>nd</sup> week of May. We are also looking at bond underwriting to make our financing work.

We need to be building by October and to do so, the bonds have to close in September, we need to have control of the land in July, and so on. Mr. Bloomfield recommends putting forth the money to continue procuring the Victoria Park site before July, if it is the BoD's intention to move forward with that plan. He is also planning two nights to present this information to the Nova community and get feedback from them as well.

Mr. Bloomfield presented the student enrollment numbers that would be necessary to fund the Victoria Park site. There was discussion.

**b. Board Chair Report**

**c. Board Committees**

**i. Curriculum Report**

**ii. Development Report**

Mrs. Swanson-Choi thanked the community members who have been phoning on behalf of the Development Committee. She also explained future steps that will be taken to reach our goal of raising \$125,000.

**iii. Finance and Budget Report**

Final reading of revised policy #702

Allocation of Facilities Money

First look at a 2011/12 budget

**iv. Governance Report**

1<sup>st</sup> reading of revised policy #9-526

Mr. Bujan gave an election update, including some issues that have arisen.

**d. Ad Hoc Committees**

**i. Strategic Planning Committee**

**e. NPTO Report**

**VIII. Board Updates/Action Items**

**a. Check Signing Procedure**

Mrs. Hornseth, "Be it resolved that, effective immediately, the board change its check signing procedures to require only one signature following email notification to all authorized check signers and documented approval by one other authorized check signer." Ms. Lund seconded. Mr. Belter, Mr. Corrigan, Ms. Dumont-Brown, Mr. Foat, Mrs. Hornseth, Ms. Lund, and Ms. Swanson-Choi voted for. Mr. Bujan voted against. The motion passed.

**b. Allocation of Facilities Money**

Mr. Corrigan, “Resolved, the Board authorizes an additional \$50,000 (on top of the already approved \$15,000) to the Executive Director to spend at his discretion in pursuit of Nova’s permanent facilities need.” Mr. Bujan seconded. There was discussion. The motion passed unanimously.

**c. Resolution to Add Members to Friends of Nova Board**

Mrs. Hornseth, “In recognition of the active phase Nova's facilities process has entered and to increase communication and efficiency between the Nova's facilities sub-committee and Friends of Nova's board, and given their experience and background with the Victoria Park project, resolved that the Board adds H. Seth Berlin and Emily Smith as Directors to the Friends of Nova Board, effective immediately due to their experience and background with the Victoria Park project.” Mr. Bujan seconded. There was discussion. The motion passed unanimously.

**d. Approval of Revised Policy #702**

Ms. Lund, “Be it resolved that Nova adopts the revised Budget and Finance Policy, # 702, effective as of April 18, 2011.” Mr. Belter seconded. The motion passed unanimously.

**IX. Public Comment**

There was public comment.

**X. Next Meeting Date/Agenda Items**

Next Board meeting is May 16, 2011 beginning at 6:30 at the Upper Campus. Election results will be presented at that meeting.

**XI. Adjournment**

Mr. Corrigan moved to adjourn. Mr. Foat seconded. The motion passed unanimously. The meeting adjourned at 8:16 PM.

Minutes submitted by Becky Lund.