

BCMS Agenda and Minutes 8-9-05

	Agenda Topics	Start Time	End Time	Today's Meeting Roles
A	Call to Order	4PM		Meeting Facilitator = Bob
B	Approval of Minutes			Secretary = Peggy
C	Old Business			
	1) Status on '05-'06 line item budget			
D	Committee Reports			
	Finance			
	Capital Development/Land			
	Marketing			
	Personnel			
	Scholarship			
	Grant Writing			
E	HOS			
	Staff Liaison			
F	New Business			
	1) Review check register past 60 days			
G	PA/Board Box			
H	Visiting Parent Comments (time permitting)			
I	Parking Lot Items			
J	Agenda Development			
K	Executive Session and/or Meeting Evaluation			
L	Adjourn		5:15PM	
Item	Topic Summary			
A	Call to Order	4:17PM		
	Board Members Present	Peggy, Bob, Jane, Susan, Gary		
	Board Members Absent	Greg, Mike		

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	Teachers/Staff Present	Amanda		
	Parents Present	none		
B	Approval of Minutes	approved by 5/5 directors present		
C	Old Business	Key Discussion Points	Decisions/Actions	Responsibility/Date
	1) Status on '05-'06 line item budget	Susan reports that draft of 2005-2006 budget is same as 2004-2005 with salary and rent increase. Summer school was successful; fall enrollment numbers are strong.		Susan will get printout for distribution by next meeting
D	Committee Reports			
	Finance	tabled except for comments regarding budget and check register		
	Capital Development/Land	tabled		
	Marketing	tabled		
	Personnel	tabled		
	Scholarship	Monies in Jim & Vivian Moore Scholarship account should, except in emergencies, be reserved for that purpose.	Jane to investigate specifics of separating scholarship account from general fund.	Jane, by September meeting
	Grant Writing	tabled		
E	Staff Reports			
	HOS	Sequoia has lowest enrollment, as is typical, with enrollees in grades 4 through 8. Cash flow is good, anticipate more revenues with enough to make small monthly deposit in Jim & Vivian Moore Scholarship Fund. Starlight was not as successful as previous years; perhaps a new format is needed to renew interest.		

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	Staff Liaison	Summer camp very successful, including families from other schools and repeats from previous summers. Hoping for regular school year enrollees. Suggest to use profit from summer program to place ad for upper elementary program. Good group of people on staff, planning entire staff meeting before school. Will talk about handbook, infrastructure, guidelines. Open house August 26 at 10 - noon. Everyone working well together, good feeling about the year.	Peggy and Susan will look at latest version of handbook in attempt to complete and finalize.	Susan & Peggy, as soon as possible
F	New Business			
	1) Review check register past 60 days	Brief discussion of line items by directors.		
	Director resignation	Gary wishes to resign from BOD and will do so in writing. Amanda expressed her ongoing wish to be a director.	Jane will find her notes on subject of employees on BOD and report via email before the next meeting.	Jane, by September meeting
	Brook not available to do periodic review and account adjustment.	Directors will attempt to locate someone to replace Brook. Monthly review preferable to quarterly.	37.50/hr x 1.5 hours/month	
G	PA/Board Box	tabled		
H	Visiting Parent Comments	none		
I	Parking Lot Items	none		
J	Agenda Development	Bob and Jane not available for Sept meeting. Discussion regarding importance of keeping meetings on schedule, even if some directors are unavailable.		Next meeting is scheduled for September 13, 2005
K	Meeting Evaluation	none		
L	Adjourn		5:15PM	