**THE OPEN SCHOOL BOARD OF DIRECTORS’ MEETING AGENDA**

**August 17, 2017**

**6:00 p.m.**

1. Roll Call: -Tara Sprinsteen, Sara Roberts, Delilah Pasman, Lisa Klinker, Ashley Decker, Shelly McFate
2. Principles of Operation
   1. Listen to Everyone’s Ideas
   2. Include All Who Attend
   3. Wait to Speak; Don’t Interrupt
   4. Focus on the Topic at Hand
   5. Respect Others
   6. Agree to Disagree/Vote
3. Election’s: Discussion was held regarding the resignation board members and the installation of new members. A President needed to be elected due to the resignation of Robin Despain. Sara Roberts and Delilah Pasman were nominated. Sara and Delilah presented their reasons for wanting to be President to the Board. The board voted by ballots and Sara Roberts had the majority vote. Lisa Klinker made a motion to appoint Sara Roberts as President and Delilah Pasman as Vice President, and Tara Springsteen seconded. Unanimous vote that Sara was appointed President and Delilah was appointed Vice President.

Delilah Pasman then made a motion and Sara Roberts seconded that Tara Springsteen remain Treasurer. Unanimous vote of approval. A secretary will need to be elected at the next meeting, as Kacee Schutterle also resigned. New members will be recruited during the parent orientation.

1. Business (Old & New) – combined with Director’s Report
   1. New Board Members – discussed above
   2. Meeting Date/Time (no Weds, first Mon staff meeting) It was agreed that meetings will be held on the 2nd Tuesday of the month at 5:30 p.m. with childcare provided
   3. Orientations 22nd and 29th at 6:00 -Discussion regarding the upcoming orientations. Board members will attend as they are able to represent the Board and Sara will be present at both to speak.
   4. School Status – classrooms are full, and teachers are excited for a new year
   5. Wish List Items/Trust $ Discussion regarding items that the staff would like for the school. A bike shed, van, and furniture/chairs are at the top of the list. A motion was made by Lisa Klinker that we allocate the Richardson donation received last school year to purchasing a bike shed, and seconded by Ashley Decker. Unanimous vote to purchase a shed with these funds. We will look at fundraisers this year for other wish list items, and continue to search for a second van.
   6. Refrigerator Update -Laura’s classroom refrigerator quit working over the summer. Discussion was held regarding replacing the refrigerator and we were in discussions with Sears for a deal to purchase 2 new refrigerators, replacing Amber’s refrigerator as well. However, Laura’s refrigerator was repaired with minimal cost over the summer, so it works for now. Replacing refrigerators will continue to be a goal.
   7. Field Trip thoughts Discussion regarding the upcoming fall family field trip. The Discovery Zone Museum in Ft Collins was presented as an idea. Shelly will check with them and work on the field trip plans.
   8. Pick a Date for meetings (repeated – see above)
2. Treasurer’s Report Tabled until next meeting, working on reconciling July.
3. Committee Updates (as needed)
   1. Maintenance Committee UW Big Event coming up, Shelly will sign up for help.
   2. Evaluation Committee
   3. Family/Staff Relations Committee
   4. Fundraising Committee Discussion regarding a “giving tree” where parents could donate items was discussed. We have used this method in the past, and it might be an option this year for some of our smaller wish list items. We also need to recognize Toyota. The van wrap was discussed as a future advertising item.
   5. Strategic Planning
4. Closure/Identify Follow-up Tasks

***NEXT MEETING:***

***September 12, 2017***

***5:30 p.m.***