



Toledo Christian Schools
Board of Directors Meeting Minutes
October 23, 2017

Present: J. Harbal, D. Munn, L. Kujawski, T. Strayer, J. Jones, N. Schuller, L. Huffman, L. Graham

Absent: S. Johnston, B. Velasquez

Administration: S. Gibson

- I. Devotions and prayer provided by L. Kujawski
- II. Motion to approve stated agenda with the addition of oral reports from Spiritual Affairs and Athletics update, J. Jones, 2nd T. Strayer, passed
- III. Motion to approve Minutes from Previous Meeting, D. Munn, 2nd T. Strayer, passed
- IV. Oral Reports
 - a. Facilities Committee discussed next steps for the LLC
 1. Construction documents not currently in place. J & R to do construction, update pricing, and to pursue approval from city of Toledo
 2. Buehrer Group to complete architectural drawings
 - b. Spiritual Affairs shared highlights regarding increasing student initiatives for community service projects as well as positive responses to Jr/Sr Retreat, Faith Impact for Fr/So; additionally, three students accepted Christ this quarter
 - c. Athletics report-current football season update, high expectations for upcoming freshmen and sophomores; 5th & 6th Jr. Eagle Football-League Champs, undefeated; Varsity Volleyball-TAAC champs, 9x consecutively, JV & 8th grade TAAC champs; Cross Country-3 athletes to compete in Regionals, 1 athlete, Caleb Correia-TAAC "Runner of the Year", Mark Dembowski, runner up
 1. Future plans include Weight room remodel, establish Athletics Committee; Athletics Booster program to be improved; Vision '22 plans for the next 5 years TBD
 2. Recommendation made to add Athletic Committee as official committee rather than adhoc, (S. Gibson expressed interest in joining committee)
 3. Request made for Athletic Dept. to connect with 5 & 6 grade and Jr. High parents to communicate TCS future plans for football at these levels, N. Schuller to follow up
- V. Written Reports
 - a. Superintendent report
 1. Update provided for ongoing court case; conference call with attorney Oct. 31, 8am to bring administration up to speed
 2. Announced the resignation of M. Bartley as Director of Advancement & External Affairs effective Nov. 15, 2017; Linda Corbitt to continue as Development Director with increased responsibilities; S. Gibson and L. Corbitt to follow up with the 20 prospective donors M. Bartley has established connections with previously; L. Corbitt to assume M. Bartley's position on TCS Foundation Board
 - b. Finance Committee submitted an adjusted budget for 2017-18 school year due to lower than budgeted enrollment, the hiring of two additional teachers, change of insurance expenditures totaling savings of \$59,000
 1. New budget for current fiscal year reflects more accurately; Motion to accept adjusted budget, J. Jones, 2nd, L. Huffman
 2. Motion to:
Change name on Susan Kime's credit card to Julie Huber
Change name on Rick Bridgman's credit card to David Bolyard;
New credit card for Joy McWhinnie with credit limit of \$2,000
To increase credit limit for T. Wensink to \$2,500 so hotel rooms can be reserved when athletes travel

- Motion to approve changes, T. Strayer, 2nd J. Jones
 - c. Education committee report and action plan-submitted; Board members have signed up monthly to provide a meal to all teachers to encourage and demonstrate support; J. Harbal to provide meal for November
- VI. Old Business
- a. Library Learning Commons Update:
 1. LLC funds raised to date-\$54,700, amounting to 15% of the total, donated by board members
 - b. Committee Action Plans – All received except plan from the Foundation Board
 - c. Board Bylaws Amendment-2nd Discussion regarding the addition of language which allows the consideration of prospective board members who may be related to an employee of the school. Following research, J. Jones to re-write bylaw formulating language with constraints to be submitted to the Executive Board for discussion. Following this, there will be a full board discussion via email At November Board meeting, it will be presented for a vote.
- Board Profile committee will become a sub-committee of the Executive board; currently there are 14 candidates to consider; going forward, if committee members are unable to secure a mutually agreed upon interview date for a candidate, then an Executive Board member will be asked to participate; J. Jones and J. Harbal to formulate guidelines and structure for Board Profile Committee; discussion to be held at November Executive Board meeting.
- VII. New Business – No new business
- VIII. Executive Session – Motion D. Munn, 2nd L. Graham, No minutes
- IX. Meeting Adjourned – Motion J. Jones, 2nd T. Strayer

Action Items

- 1. N. Schuller to follow up with Athletics Dept. regarding communication with families of prospective 5th & 6th grade and Jr. High students interested in football**
- 2. S. Gibson to provide link for conference call to those wishing to be included; contact S. Gibson if interested**
- 3. S. Gibson to assist L. Corbitt with follow up with the 20 prospective LLC donors**
- 4. J. Harbal to provide meal for TCS teachers in November**
- 5. L. Kujawski to communicate date and location details for teacher meal**
- 6. J. Harbal to contact M. Snyder regarding Foundation Board Action Plan**
- 7. J. Jones to re-write bylaw language and provide for discussion at November Exec. Board meeting**
- 8. J. Harbal to present agreed upon language of by-law via email for discussion prior to November board meeting**
- 9. J. Jones and J. Harbal to formulate guidelines and structure for Board Profile Committee**

Respectfully submitted by
L. Kujawski