

Board of Trustees Meeting Minutes  
August 1, 2016

Date: August 1, 2016  
Time: 5:00 pm  
Place: The Summit Preparatory School  
Presiding: Anne Mason

Board Members Present: Anne Mason, Jeff Eiserman, Mark Sharp, Max Buetow, Alison Bauer

Board Members Absent: Missy Gelner, Susan Miranti, Veronica Richardson

Administrative/Faculty: Rob Gronniger, Kristin Walker, (Katie Heet absent)

Meeting called to order at 5:13 pm by Anne Mason

The meeting began with a brief discussion of the July Board Meeting Minutes. A vote was tabled until the following meeting due to a lack of a quorum.

Nominating Committee - Mark Sharp

- Max and Alison are meeting with potential Board candidate Katie Thieman later in the week.
- The committee is looking at a few potential parent candidates.

Updating By-Laws - Anne Mason

- The group determined the faculty liaison position does not need to be added as an official non-voting Board member to the by-laws.

Budget/Audit/Finance Discussion - Mark Sharp

- The goal is to get to a break even budget. The group decided to wait one more month for final enrollment numbers before approving a final budget.
- Audit bids from various firms were comparable according to price. The recommendation from the Treasurer (Mark) is to use Elliott Robinson based on past positive experience. The full Board will need to approve with a vote.
- **Let it be noted that the Board did approve Elliott Robinson via email vote.**
- It is the recommendation of the Finance Committee that the school not establish a formal policy regarding the use of the sliding scale for admission/tuition purposes for the 16/17 school year. The policy should be revisited for the 17/18 term.

**Jeff Eiserman moved to adjourn at 6:10pm, Max Buetow seconded, the motion passed unanimously.**

Minutes submitted by Alison Bauer