

## **Board of Directors Meeting Minutes**

Tuesday, September 20, 2016 @ 4:45 pm

UMA, 426 Osceola Ave S, St. Paul, MN 55102

### **Attending:**

- Adler, Harry (Executive Director)
- Elverum, Amy (Dean of students)
- **Ernst, Lesley**
- **Hong, Krista**
- **Klancher, Joe**
- **Mortenson, Chris**
- Payton, Abbe (Director of Advancement)
- **Svensrud, Chris**
- **Trockman, Dan**
- Wordes, Christina (BKDA)

### **Absent:**

- None

### **Welcome & Mission Minute**

- Board members recounted examples of seeing the UMA mission in action.

### **Approval of August Minutes**

August 2016 Minutes were amended and approved after discussion.

### **Finance Report**

- Joe Klancher summarized the first finance committee meeting.
- Christina Wordes provided a financial update and summary to date.
- Chris Mortenson acknowledged acceptance of financial report.

### **Executive Director's Report**

- Summary of IQS School Improvement Plan
- Status of Changes for School Year Report
- Preliminary Enrollment Report

### **Discussion:**

- Chris Svensrud commented on the format of the weekly UMA updates.
- Chris Mortenson commented on changes in communication.

## **Director of Advancement Report**

- The Gala date is set for Friday, May 5, 2017 (PTO Family Fun Night will need to be rescheduled).
- Opportunities for Board participation in school fundraisers and events were shared.
- Proposed establishment of Advancement Committee made of board members and open to parents.

## **Directors' evaluation (Executive Director & Director of Advancement)**

Evaluation Rubrics were presented by both directors.

### Action items:

- The ED and DA were asked to track how much time is spent within each category.
- The ED and DA were asked to combine goals in overlapping areas.
- The ED was asked to provide a baseline for various measurements.

## **Board Business**

### Discussion:

- Potential conflicts of interest were discussed.
- Board vacancies - presentation of one potential new board candidate
- Board work plan - Chris Mortenson requested that everyone review and discuss in October
- Board retreat details were reviewed.
- Chris Mortenson discussed continued facilities investigations.

## **Community Input**

### Discussion:

- The Board discussed best practices in seeking community input.

## **Public Comment**

- No public present at this meeting.

## **Adjourn**

Motion: Lesley Ernst

Second: Joe Klancher

Meeting adjourned at 6:50 p.m.