

Board Business Meeting Minutes

July 6, 2023, 3:00-5 p.m

Location

Mountain Sage Community School
2310 East Prospect Road, Suite A, Fort Collins, CO 80525

BUSINESS MEETING:

A. Opening, 3:15 p.m. (5 minutes)

- A1. Call to Order
- A2. Attendance & Introductions
 - Present:
 - Liv Helmericks
 - Ashley Haas
 - Stephane Cosby
 - Jen Rault
 - Bryan Kimbell
 - Late:
 - Absent:
 - Chris West
 - MacKenzie Mushel
 - Guests:

A3. Our Mission: [Cultivating the Creative Mind](#)

A4. Public Comment (3 minutes per person, Limit 20 minutes total)

[Policy ADD 4.8 - Public Participation in Board Meetings / Board Guest](#)

B. Preliminary Matters, 3:20 p.m. (5 minutes)

B1. Call for Late Additions to Agenda

No late additions

B2. Approve Meeting Agenda

MOTION: Director Haas moved to approve the agenda. Director Cosby seconded.

VOTE: Unanimously approved.

C. Regular Business, 3:10 p.m. - 4:50 p.m.

C1. Committee Updates:

C1.1 - Visioning Committee Update ([report](#)) (Ashley)

The members of the Visioning Committee would like to add 1 additional committee member.

MOTION: Director Cosby moved to approve the Visioning Committee's desired membership change. Director Rault seconded.

VOTE: Unanimously approved.

C1.2 - Facilities Update ([report](#)) (Bryan)

C1.3 - Finance Committee ([report](#)) (Bryan)

PSD policy [DDA](#) approved as waived policy under new MSCS contract. New MSCS policy needs to be drafted.

AI: Draft new [MSCS school policy](#), include in review process

C1.4 - Governance ([report](#)) (Jen)

AI: include Board oath in 7/24 meeting agenda

AI: Generate "pending" [Policy for oath](#), monitor for PSD's generation of same.

AI: Enter Oath signing into board calendar

C2. Employee voting members of the board - update (Liv)

Need for location in drive to save legal reference materials, specifically informative emails sent from legal counsel.

AI: Generate Legal Reference Material [folder](#) in drive

C3. Staff/Hiring Updates & Business Office Optimization (Liv)

There is a need for a universal board committee meeting structure SOP

AI: generate a general board committee SOP document

AI: Generate committee mandate document

D. Closing, 4:50 p.m. (10 minutes)

D1. Review Action Items

D2. Review [Upcoming School Calendar Events](#), Board Member Attendance

D3. Call for Final Comments

D4. Move to Adjourn

MOTION: Director Haas moved to adjourn the meeting. Director Cosby seconded.

VOTE: Unanimously approved.

D5. Closing Verse:

Steadfast I stand in existence.

With certainty I tread life's path.

Love I cherish in the depths of my being.

Hope I place in every deed.

Confidence I place in every thought.

These five guide me through existence.

These five guide me to the goal.